

District of Columbia Office of Planning



Office of the Director

February 2, 2012

Honorable Tommy Wells
Chairperson
Committee on Libraries, Parks, Recreation and Planning
1350 Pennsylvania Ave, NW, Suite 408
Washington, DC 20004

Dear Chairperson Wells:

With this letter I am transmitting the responses to the pre-hearing questions submitted to my office from the Committee on Libraries, Parks, Recreation and Planning. I look forward to our dialogue at the oversight hearing on February 9, 2012.

Sincerely,

A handwritten signature in black ink, appearing to read 'Harriet Tregoning', written in a cursive style.

Harriet Tregoning
Director
Office of Planning



Office of Planning
FY11 Performance Oversight
February 2, 2012

I. Agency Organization

- 1) **Please provide a complete, up-to-date organizational chart for each division within the agency including, either attached or separately, an explanation of the roles and responsibilities for each division and subdivision.**

Please see the attached OP Organizational Chart. The Office of Planning (OP) has the following programs or divisions: Office of the Director; Citywide Planning; Revitalization/Design & Neighborhood Planning; and Development Review & Historic Preservation. OP has seven activities or subdivisions.

Office of the Director – provides leadership, administrative support, and other tools to achieve operational and programmatic results. Services include human resources management, training and employee development, performance management (individual and agency-wide), communications and public information, legislative analysis and coordination, procurement, property management, financial management, risk management, fleet management, and customer service.

Citywide Planning – develops and monitors the District Elements of the Comprehensive Plan, as well as works with regional and other city agencies to create strategies for emerging employment sectors, meeting retail needs and coordinating the city’s land use and transportation. The Division provides data analysis, information, and long-range planning services to OP staff, neighborhood stakeholders, citizens, businesses, other District and federal agencies, and other decision makers of the District so that they can have information needed to plan, develop, and preserve the city.

This program contains the following three activities/subdivisions:

- Citywide Planning – develops and monitors the District Elements of the Comprehensive Plan, the District’s 20-year blueprint for the city, and works with regional and other city agencies to create strategies for emerging employment sectors, meeting retail needs, and coordinating land use and transportation;
- Geographic Information Systems and Information Technology – provides mapping, spatial information, and analysis to District agencies, citizens and a variety of organizations. These services compliment the automated tools on www.dc.gov; and
- State Data Center – serves as the District of Columbia’s official source of data. It provides a variety of demographic, social, economic, and housing data for the District by ward, census tract, census blockgroup, and census block to the Council, ANCs, District agencies, residents and other stakeholders.

Revitalization/Design and Neighborhood Planning – provides a broad range of plan development, implementation, and project coordination services for District neighborhoods, central Washington and the waterfront area. Neighborhood Planning’s main areas of responsibility include developing small area plans and planning studies and coordinating and tracking plan implementation. Revitalization and Design’s main areas of responsibility include developing plans and projects for districts and development areas within the center city, with a focus on design strategies and guidelines; coordinating and tracking plan implementation; managing the public space program; and incorporating environmentally-sound development and land use practices into the ongoing development of the District.

This program contains the following two activities/subdivisions:

- Revitalization and Design – develops comprehensive strategies for large-area development that emphasize progressive planning, high-quality urban design, and community engagement through its expertise in urban design, real estate development, land use planning, architecture, environmental sustainability, and community engagement.
- Neighborhood Planning – neighborhood planners assigned to each ward develop and oversee the implementation of small area plans which guide growth and development in neighborhoods in accordance with agreed upon goals and objectives. Neighborhood Planners work in collaboration with Advisory Neighborhood Commissions, citizen associations, residents, businesses, and District agencies to create and implement plans; and

Development Review and Historic Preservation – assesses plans and projects that range from large, complex and precedent-setting in their potential to change the character of an area, to small individual building permits affecting individual property; promotes stewardship of the District’s historic and cultural resources through planning, protection, and public education; administers the District’s local preservation program under the DC Historic Landmark and Historic District Protection Act and acts as the certified state historic preservation program under the National Historic Preservation Act. The staff also provides recommendations to the Historic Preservation Review Board, the Board of Zoning Adjustment and the Zoning Commission.

This program contains the following two activities/subdivisions:

- Development Review – provides the Board of Zoning Adjustment and the Zoning Commission with professional analyses of large and/or complex zoning cases that may involve variances, special exceptions, campus plans, or planned unit development proposals. The staff also assesses the zoning applied to various areas to make sure that is consistent with the Comprehensive Plan, and recommends changes if necessary; the staff is also leading the comprehensive update of the 1958 Zoning Regulations; and
- Historic Preservation – provides individual technical assistance to any person applying for a DC building permit which affects a historic property under the city’s preservation law. The staff provides support to the Historic Preservation Review Board, which determines the appropriateness of changes to historic landmarks and historic districts.

- a) **Please include a list of the employees (name and title) for each subdivision and the number of vacant positions.**

Please refer to the attached OP Organizational Chart. The organizational chart lists each OP employee and vacant position by division and subdivision. OP currently has four vacant positions and is actively recruiting for all of them.

- b) **Please provide a narrative explanation of any organizational changes made during the previous year.**

OP did not make any organizational changes in FY11.

II. Personnel

- 2) **Please provide a complete, up-to-date position listing for your agency, which includes the following information:**

- a) **Title of position;**
- b) **Name of employee or statement that the position is vacant, unfunded, or proposed;**
- c) **Date employee began in position;**
- d) **Salary and fringe, including the specific grade, series, and step of position; and**
- e) **Job status (continuing/term/temporary/contract).**

Note: Please list this information by program and activity

Please see Attachment to Q2_Position Listing.

- 3) **Please provide the number of FY11 full-time equivalents (FTEs) and FY12 to date FTEs for the agency, broken down by program and activity. Please also note the number of vacancies at the close of FY10, by program and activity, and current vacancy information.**

- a) **For each vacant position, please note how long the position has been vacant and whether or not the position has since been filled.**

OP had 70 FTEs in FY11 and 69 FTEs in FY12 to date. The following is the current breakout of FTE by Program and Activity:

Program	Activity	FTE
Agency Management Program (1000)	Personnel (1010)	0.75
TOTAL: 7.00	Training and Employee Development (1015)	0.25

	Contracting and Procurement (1020)	0.25
	Property Management (1030)	0.25
	Information Technology (1040)	0.25
	Financial Management (1050)	0.50
	Risk Management (1055)	0.25
	Communications (1080)	1.00
	Customer Service (1085)	0.25
	Performance Management (1090)	3.25
Development Review & Historic Preservation (2000)	Development Review	13.00
TOTAL FTE: 28.00	Historic Preservation	15.00
Revitalization/Design & Neighborhood Planning (3000)	Neighborhood Planning	11.40
TOTAL FTE: 17.80	Revitalization/Design	6.40
Citywide Planning (7000)	Citywide Planning	6.40
TOTAL FTE: 16.20	GIS & IT	5.40
	State Data Center	4.40
Total OP FTE		69.00

For vacancies as of the close of FY 2010, OP had two:

- 1) Executive Assistant (which serves the Neighborhood Planning, Revitalization/Design, Citywide Planning, GIS & IT, and State Data Center activities) – vacant for 18 months total. It is now filled.
- 2) Historic Preservation Specialist (in the Historic Preservation activity) – vacant for 16 months total. It is now filled.

OP began the recruitment process for these positions in the fall of 2010 but that activity halted with the initiation of a hiring freeze. OP resumed the recruitment process during FY11 after the completion and approval of OP’s FY12 budget, which retained these positions.

- b) **How many vacancies within the agency were posted during FY11 and FY12, to date?**

OP posted eight vacancies in FY11; seven were posted for new hires. Five vacancies were posted in FY12; one of these was for a new hire. The remaining postings were for modifications to existing positions approved by the Office of City Administrator, such as conversions from term to permanent.

- 4) **Please provide a detailed narrative description of the personnel process within the agency. Specifically, please describe how the personnel activity within the agency works in coordination with the DC Department of Human Resources to ensure that human resource needs are met.**

The Office of Planning's Management Liaison Specialist (MLS) coordinates the personnel processes with the Department of Human Resources (DCHR). The MLS enlists leadership from DCHR Specialists to provide personnel guidance to OP and to control the flow of personnel documents. She works closely with HR Specialists in the following DCHR administrative divisions on specific personnel actions:

- **The Administrative Services Administration of DCHR** provides guidance to the MLS in managing recruiting activities. The MLS submits a request to hire for posting via a hiring control request to the Office of the City Administrator. Once approval is received the MLS creates a job requisition and submits to DCHR for approval and final posting to DCHR website. DCHR handles receiving and processing of the applications, as well as certifying candidates. Once OP receives certified applications from DCHR, interviews are scheduled and a selection is made. The MLS submits a Competitive and Non-Competitive Recruitment Action to DCHR with all required documentation for the selected candidate. The official offer of employment is made by DCHR.
- **Audit and Compliance Administration of DCHR** – The MLS works with this division to ensure that OP is in compliance with human resources laws, regulations, and policies. The MLS contacts the HR Specialist for clarification of regulations and policies and to make sure OP is following the guidelines for implementing internal policies and applying the correct policy/regulation in the District's personnel manual when necessary.
- **Policy and Planning Administration of DCHR** – This division serves as a resource for the MLS by providing oversight and advice in areas of Employee Relations. The MLS contacts the assigned HR Specialist in DCHR when employee human relations guidance is needed and when preparing sensitive employee disciplinary actions.
- **Workforce Development Administration of DCHR** - The MLS works with the Workforce Development Administration to provide training and organizational development programs for the agency. Under the guidance of the MLS, OP's Training Coordinator promotes training opportunities provided by Workforce Development and provides assistance to OP employees with eLearning.
- **Benefits and Retirement Administration of DCHR** - The MLS disseminates all communications regarding employee benefits provided by the Benefits and Retirement Administration to all OP employees. The MLS ensures the distribution of informational literature that informs employees of eligibility requirements in areas such as health and life insurance plans, savings program, retirement, etc.
- **Compensation and Classification Administration of DCHR** - The MLS coordinates position management, classification, compensation and performance management through the Compensation and Classification Administration by establishing official position descriptions. The MLS seeks expert advice from the Compensation and Classification Specialist on subject matters such as classification, compensation, performance management systems, FLSA, recruitment/retention issues, performance

evaluations and reward systems. The MLS coordinates the e-Performance module with the guidance of the Compensation and Classification Administration.

- **Office of Pay and Retirement of DCHR** – The MLS works with the Office of Pay and Retirement to process payroll and to resolve payroll issues. The MLS serves as the agency timekeeper and is considered a “Super User” responsible for reviewing and approving time for the agency. The MLS also serves as the Labor Liaison and the EEOC counselor for OP.

- 5) **Does the agency conduct annual performance evaluations of all its employees?**
- a) **If yes, who conducts such evaluations?**
 - b) **What steps are taken to ensure that all agency employees are meeting individual job requirements?**

OP conducts annual performance evaluations through the District’s e-Performance system for all employees. The MLS coordinates the Performance Management (e-Performance) for the agency. Performance evaluations are conducted by the employee’s manager based on the requirements and guidelines set forth by DCHR. The MLS makes sure that all employees and managers adhere to the guidelines and timeframes set by DCHR’s Performance Management Unit. The OP Director requires midyear reviews for all employees. Managers also conduct individual performance meetings with employees throughout the year.

- 6) **Please list all employees detailed to or from your agency, if any. Please provide the following for each detailed employee.**
- a) **Reason for the detail;**
 - b) **Date of detail; and**
 - c) **Projected date of return.**

No Office of Planning employees are detailed to another agency, nor are any employees detailed to the Office of Planning.

- 7) **Please provide the Committee with the following information:**
- a) **A list of all employees who receive cell phones, personal digital assistants, or similar communications devices at agency expense, including who is assigned what device;**

1. Harriet Tregoning, Director (smartphone & iPad)
2. Tanya Washington-Stern, Chief of Staff (smartphone)
3. Jennifer Steingasser, Deputy Director, Development Review and Historic Preservation Division (smartphone)
4. Geraldine Gardner, Associate Director, Neighborhood Planning (smartphone)
5. David Maloney, State Historic Preservation Officer (smartphone)
6. Joel Lawson, Associate Director, Development Review (smartphone)
7. Toni Cherry, Senior Historic Preservation Inspector (smartphone)
8. Keith Lambert, Historic Preservation Inspector (smartphone)

b) **A list of all vehicles owned, leased, or otherwise used by the agency and to whom the vehicle is assigned;**

1. Dodge Caravan (owned; available for any OP employee)
2. Dodge Stratus (owned; available for historic preservation inspectors)

c) **A list of employee bonuses granted in FY11 and FY12, to date, if any;**

No bonuses were granted in FY 2011 or FY2012 to date.

d) **A list of travel expenses, arranged by employee; and**

Please see Attachment to Q7d_Travel Expenses.

e) **A list of the total overtime and workman's compensation payments paid in FY11 and FY12, to date.**

No overtime or workman's compensation was paid in FY 2011 or FY2012 to date.

III. Budget

8) **Please provide a chart showing your agency's approved budget and actual spending, by program, for FY11 and FY12, to date. In addition, please describe any variance between fiscal year appropriations and actual expenditures for FY11 and FY12, to date.**

Please see the FY11 and FY12 spreadsheets in Attachment to Q8_Budget & Spending.

9) **Please list any reprogrammings, in or out, which occurred in FY11 or FY12, to date. For each reprogramming, please list the total amount of the reprogramming, the original purposes for which the funds were dedicated, and the reprogrammed use of funds.**

FY	Amount	Reason for Reprogramming	Original Purpose of the Funds
2011	\$782.40	To OP. O-type funds budget authority transferred from DISB to help OP pay Office of Zoning to broadcast and archive on the web	DISB support services.

		hearings of the Historic Preservation Review Board.	
2011	\$663,869.00	To OP. To support the planning at St. Elizabeths.	DMPED capital funding.
2011	\$10,400.00	Within OP. To make corrections in object codes 41 & 50.	To make 41/50 correction.
2011	\$133,200.00	Within OP. To rebalance object codes 11, 12, 13, 14, and 31 at year-end.	Local funds, object code 11.
2011	\$300,000.00	From OP. To support DMPED's planning at the Walter Reed site.	OP capital funding.
2012	\$485,000.00	To OP. To support the planning and implementation of citizen summits.	From Debt Service Repayment of Loans and Interest.

- 10) Please provide a complete accounting for all intra-District transfers received by or transferred from the agency during FY11 or FY12, to date.

FY 2011

OP IS THE BUYER		
OCTO	ServUs - IT support for FY 2010	\$20,855
UCC	Pmt. to cover OP's portion of District-wide cust. service funding	\$2,053
OZ	Broadcast and archive HPRB hearings	\$18,782
OCTO	Pay for FY 2011 Requests for Telephone Service	\$2,000
DPW	Fleet costs	\$18,811
OCFO	Pay for costs associated with Purchase Card purchases	\$99,695
OCTO	Purchase replacement computers	\$15,094
Total		\$177,290
OP IS THE SELLER		
DCRA	Permit Center support	\$31,717
DHCD	HUD Challenge Grant funds, for planning work at St. Elizabeths	\$200,000
DMPED	For a study of Northwest One	\$70,000
Total		\$331,717

FY 2012

OP IS THE BUYER*		
UCC	Pmt. to cover OP's portion of District-wide cust. service funding	\$2,053

OZ	Broadcast and archive HPRB hearings	\$18,782
OCTO	Pay for FY 2012 Requests for Telephone Service	\$25
DPW	Fleet costs	\$3,325
OCFO	Pay for costs associated with Purchase Card purchases	\$60,000
Total		\$84,185
OP IS THE SELLER*		
DMPED	For St. Elizabeths planning projects	\$295,767
DHCD	HUD Challenge Grant funds, for planning work at St. Elizabeths	\$600,000
DMPED	For OP planning projects	\$250,000
Total		\$1,145,767

*Note: As of 1/17/12

- 11) **Please identify any special purpose revenue accounts maintained by, used by, or available for use by your agency during FY11 or FY12, to date. For each account, please explain its purpose and list the following:**
- The revenue source name and code;**
 - The source of funding;**
 - A description of the program that generates the funds;**
 - The amount of funds generated by each source or program in FY11 and FY12, to date; and**
 - Expenditures of funds, including the purpose of each expenditure, for FY11 and FY12, to date.**

OP has one special purpose revenue account: Historic Landmark & Historic District Application Fees (O2001). This is a non-lapsing revolving fund established within the General Fund of the District for the purpose of paying the costs of repair work necessary to prevent demolition by neglect, or for the costs of carrying out any other historic preservation program consistent with the purposes of and pursuant to the Historic District and Historic Protection Act. Sources of funding are fees collected for historic landmark and historic district nominations, fees paid by developers for historic preservation mitigation (such as from a builder for work done at a property without permission), and fees paid for violations on historic properties or other properties in historic districts.

FY	Revenue	Uses	Description
2011	\$99,631	\$19,320	<ul style="list-style-type: none"> ▪ Payment to the Office of Zoning for broadcasting and archiving all hearings of the Historic Preservation Review Board.
2012*	\$24,010	\$18,782	<ul style="list-style-type: none"> ▪ Payment to the Office of Zoning for broadcasting and archiving all hearings of the Historic Preservation Review Board.

*Note: As of 1/17/12.

- 12) Please provide a list of all projects for which your agency currently has capital funds available. Please include in this list a description of each project, the amount of capital funds available for each project, a status report on each project, and planned remaining spending on the project.

Amount Available	Name	Description	Status
\$217,479	Public Planning Funds (PLN33)	Funds planning, zoning, and historic preservation studies that are linked to important capital projects undertaken by the city and its partners.	Please see below
\$9,124	Comprehensive Plan Update (PLN34)	Funds the revision of the District Elements of the Comprehensive Plan and monitoring its progress, implementation, and amendments	
\$251,821	District Master Facility Plan (PLN35)	Funds feasibility studies, facility assessments, agency space needs coordination, and master planning services	
\$2,263,033	District Public Plans & Studies (PLN37)*	Funds planning, zoning, and historic preservation studies and projects, and master facility plans that are linked to important capital projects undertaken by the city and its partners	

OP will procure consultant services using the above capital funds for the following FY 2012 planning efforts/uses:

- Sustainability plan (\$500,000)
- Mt. Vernon Square traffic modeling (\$200,000)
- Capital improvement plan/facilities planning (\$200,000)
- Economic development implementation projects/Eds & Meds study (\$200,000)
- Zoning regulations re-write, publications, outreach, economic analysis (\$175,000)
- Office space study with GSA and DGS (\$175,000)
- Historic Preservation incentive program analysis (\$165,000)
- Live Near Your Work grant program (\$125,000)
- Union Station study (\$100,000)
- Rapid response planning (\$75,000)

- Temporary urbanism grant program (\$55,000)
- Transportation planning services (\$50,000)
- 11th Street Bridge competition (\$20,000)

An additional \$915,000 in personal services costs for 9 FTEs will be paid in FY 2012.

13) **Please provide a complete accounting of all federal grants received for FY11 and FY12, to date.**

Name	Source	Purpose	FY 2011	FY 2012
Historic Preservation Fund (annual)	National Park Service	Assist the State Historic Preservation Office (housed in OP) to carry out HP-related activities.	\$522,078	\$525,361
Economic Adjustment Assistance Program (one-time)	Economic Development Administration	Creating an innovation cluster strategy at St. Elizabeths; spending through 9/30/2012.	\$300,000	--

14) **What steps have been taken during FY11 and FY12, to date, to reduce the following:**

- Space utilization**
- Communications costs**
- Energy use**

OP is housed in a new LEED-certified building at the Waterfront in Southwest. The office space is built out to the District standard, which reduces the amount of allotted space per employee and total amount of leased space required for the office. Prior to OP’s move to this location in 2010, agency divisions were divided over multiple floors. The current location houses all OP staff on one floor in one consolidated space. In addition, OP is now co-located with the Department of Consumer and Regulatory Affairs (DCRA) and the District Department of Transportation’s (DDOT) public space division, allowing efficient “one-stop” operations for permit customers. The new office is also next to the Waterfront-SEU Metro station and a Capital Bikeshare station, giving employees and visitors options for low-environmental-impact travel to and from the office.

OP regularly utilizes free communication methods such as email and social media to provide residents and other stakeholders information such as the availability of OP reports and plans and notices of upcoming OP public meetings related to neighborhood and citywide planning, sustainability, historic preservation and zoning. OP maintains a website at www.planning.dc.gov to which OP plans, studies, reports, maps and Census data are posted. The Historic Preservation

Office also maintains a linked website at www.preservation.dc.gov which hosts a wide range of information on historic preservation in the District such as: DC historic landmarks and districts; design guidelines, permits; and calendars, agendas and reports for the Historic Preservation Review Board. In FY11 OP launched its presence on Twitter and Facebook. Since the launch of OP's Twitter account in June 2011, OP has gained 1,038 followers as of February 2, 2012. Links to OP's Twitter and Facebook accounts are available from the homepage of the agency's website.

- 15) **Please provide the agency's fixed costs budget and actual spent for FY10, FY11, and FY12, to date. Please include a narrative description of any substantial changes in these costs.**

FY	Budgeted	Spent	Comment
2010	\$769,926	\$259,605	Includes budget authority for telecom, occupancy costs at the Reeves Center, and rent costs at the Waterfront. In FY 2010, OP was located at the Reeves Center from the start of the fiscal year to April 2010, and at the Waterfront from April 2010 through the end of the year. As it turned out, occupancy and rent estimates provided by DRES were much higher than actual, so OP ended FY 2010 with unspent fixed costs budget authority.
2011			The District's approved FY 2011 budget consolidated all agency fixed costs in two "paper agencies" and OCTO, so OP has no budget authority for fixed costs in its FY 2011 budget.
2012			The District's approved FY 2012 budget includes no budget authority for OP for fixed costs.

- 16) **Please identify all legislative requirements that the agency lacks sufficient resources to properly implement.**

There are no legislative requirements that the agency lacks sufficient resources to properly implement.

IV. Agency Programs and Policies

- 17) **Please list each policy initiative of your agency during FY11 and FY12, to date. For each initiative please provide:**
- a) **A detailed description of the program;**
 - b) **The name of the employee who is responsible for the program;**
 - c) **The total number of FTE's assigned to the program; and**
 - d) **The amount of funding budgeted to the program.**

Please see Attachment to Q17_Policy Initiatives.

- 18) **Please describe any initiatives your agency implemented within FY11 or FY12, to date, to improve the internal operation of the agency or the interaction of the agency with outside parties. Please describe the results, or expected results, of each initiative.**

The Development Review Division circulates a weekly update of pending zoning cases to the agency and meets weekly with DDOT and the District Department of the Environment (DDOE) for coordination. OP is working with DDOT, DCRA and the Department of Public Works (DPW) on revisions to the District's sign regulations. OP regularly coordinates with the Office of the Attorney General (OAG) and the Zoning Administrator on amendments to the Zoning Regulations. All Development Review and Historic Preservation reports are uploaded to the OP website within three days of filing for public review.

The Neighborhood and Citywide Planning Division implemented the following initiatives:

- In FY11, OP created a *Citizen Planner* program that focuses on neighborhood livability, including design quality, walkability and amenities. The purpose of the program is to enhance citizen and District agency capabilities in making choices that affect neighborhoods as it relates to articulating desired design qualities. The program was launched with an educational series on public space. Fifteen "Public Space 101" sessions were conducted in FY11.
- In conjunction with the 50th Anniversary of sidewalk cafes in the District in August 2011, OP published a leaflet, "Sidewalk Cafes: An Overview of Regulations & Permitting Process," created by the Revitalization & Design Division.
- In FY11, OP published implementation progress reports and complimentary two-page brochures for six plans completed between 2002 and 2006. The reports capture five years of implementation progress, investment to date, and remaining items to be completed. Areas include: Anacostia, Convention Center Area (Shaw), Georgia Ave/Petworth, H Street, and Center City (including Chinatown and NoMa). The reports are used to keep citizens and District agencies up to date on plan progress.
- The Public Space Committee makes final determinations on applications for various uses of public space and areas within building restriction lines. As an agency represented by one member on the five-person Committee, OP completes reports for each application as part of its review to assure the temporary and permanent uses of public space for public and private purposes are consistent with the plans, policies, and long-term goals of the District government. The OP reports are uploaded to the OP website each month.

- 19) **Please provide a list of all studies, research papers, and analyses ("studies") the agency prepared, or contracted for, during FY11 and FY12, to date. Please state the status and purpose of each study.**

Please see Attachment to Q19_Studies.

20) **If applicable, please explain the impact on your agency of any legislation passed at the federal level during FY11 or FY12, to date.**

There has been no impact on OP of any legislation passed at the federal level during FY11 or FY12, to date.

21) **Please list all regulations for which the agency is responsible for oversight or implementation. Please list by chapter and subject heading, including the date of the most recent revision.**

- Historic Preservation Amendment Act of 2006 (D.C. Law 16-185, effective November 16, 2006)
- Targeted Historic Preservation Assistance Amendment Act of 2006 (D.C. Law 16-189, effective March 2, 2007)
- Large Tract Review Procedures: DCMR 10-B23
- Chinatown Design Review Procedures: DCMR 10-B24 (also Mayor's Order No. 89-132, dated June 9, 1989)
- Draft changes to the Zoning Regulations, DCMR 11-1
- Gallery Place Sign Regulations: DCMR 12A, Chapter 31A (Special Construction) & the District of Columbia Building Code Supplement of 2008, Section 3107.18

22) **Did the agency meet the objectives set forth in the performance plan for FY11? Please provide a narrative description of what actions the agency undertook to meet the key performance indicators or any reasons why such indicators were not met.**

OP's FY11 Performance Accountability Report is currently being finalized by the Office of the City Administrator and should be available shortly.

23) **Please list and describe any ongoing investigations, studies, audits, or reports on your agency or any employee of your agency, or any investigations, studies, audits, or reports on your agency or any employee of your agency that were completed during FY11 or FY12, to date.**

OP is not aware of any ongoing investigations, studies, audits, or reports on the agency or OP employees, or any investigations, studies, audits, or reports on OP or any OP employees that were completed during FY11 or FY12, to date.

24) **Please identify all electronic databases maintained by your agency, including the following:**

- a) **A detailed description of the information tracked within each system;**
- b) **Identification of persons who have access to each system, and whether the public can be granted access to all or part of each system; and**

c) **The age of the system and any discussion of substantial upgrades that have been made or are planned to the system.**

OP manages a diverse and evolving set of databases reflecting internal agency operations, tracking data for plan implementation, historic resources, and a huge variety of spatial information. We have thousands of Microsoft Access database files on our servers. The vast majority of these files contain only map data sets or other single-purpose products. Unlike at most DC agencies, all of OP's files are stored on its servers, and none on individual PCs.

The principal databases OP uses in doing its work are described below. Administrative control of all of these databases is vested in our Associate Director for GIS/IT & Chief Information Officer Dr. Charlie Richman, and IT Specialist Alemayehu Anna. Except as noted, databases are maintained on OP's servers using Microsoft SQL Server as the underlying database software, and spatial databases use the same ESRI ArcGIS/ArcSDE technology as OCTO's DCGIS program. All OP staff members have at least read access to the information in OP's Access databases. Direct public access to these databases would be inconsistent with proper IT security protocols because OP's servers are not configured and maintained to resist Internet-based attacks. However, portions of information maintained on OP's databases are available to the public via published reports on OP's website or via other locations on www.dc.gov. More is available through public-facing applications like <http://PropertyQuest.dc.gov>. All of OP's principal spatial data products are published by OCTO for all to use as part of the DCGIS data collection.

Databases include:

- Plan Implementation Tracking System
 - This database contains information on the action items and recommendations in DC's Comprehensive Plan, Council-approved small area plans and other studies. It compares anticipated timelines with actual performance and generates reports on how the District Government is doing in meeting these goals. OP's citywide and neighborhood planning staffs update the database with information from the various District agencies on a quarterly basis. This database has been developed over the last two years.
 - A web-based interface that allows all District government staff to generate reports from this database on demand is available at <http://opapp.op.dcgov.priv/pipsonline>.
- Comprehensive Plan amendment database.
 - As part of the recent Comprehensive Plan amendment process, OP created a database to track all proposed amendments and their disposition. This facilitated the efficient management of the amendment process.
- DC Historic Preservation System
 - This database tracks detailed historical information on historic structures in DC. Rather than identifying historic districts or listed historic properties, it tracks construction details, architects, ownership, and more. It is of primary interest to researchers, in contrast to the basic historic district and historic structure information which is available directly via the DCGIS data catalog and the Historic Preservation Office's website.

- Historic Preservation Permitting and Enforcement
 - The Historic Preservation Office staff has used a series of small Access databases to track information on permits (both over-the-counter and Section 106) and enforcement actions.
 - OP is currently testing an enterprise-wide replacement database for these Access databases to consolidate this information and make it more readily accessible.
- Historic Preservation Conservation/Façade Easements
 - OP maintains a database of “Registered Conservation/Façade Easements” in the District of Columbia. It helps OP ensure that the agency does not clear permit applications for exterior work on property subject to a registered easement without first confirming that the easement holder has given consent, as required by DC law.
 - This information is posted on the OP website and is updated yearly by contacting the various easement holding organizations. OP is currently adding this information to the PropertyQuest GIS function maintained on our website.
- Public Space Applications
 - OP staff maintains an Access database of public space applications referred to the Public Space Committee.
 - Reports from this database are published monthly on OP’s website, and extracts from this database are converted into map-compatible format as well.
 - This database contains information beginning in 2004.
- Development Projects
 - Since 2001, OP has tracked the development activity of larger projects (i.e. 10 or more units, or 10,000 square feet of non-residential development) across the District. Progress of each project is tracked from concept, through the planning process, to under construction and completion.
 - Information on each project includes Project Name and Address, Type of Construction (New vs. Rehabilitation), Land Use, Number of Units (including affordable), Square Feet of Non-Residential Space, and Number of Hotel Rooms.
 - Project information is kept in a database and mapped by property boundary. OP uses the database for population and job growth forecasting, market analysis and other planning analyses. Access to the data is made upon request.
- OP Spatial Data
 - OP maintains an ESRI Spatial Database Engine (SDE) archive of geographic information for DC, together with various other spatial data sets in ESRI file-based formats.
 - The bulk of this information is a local cache of information from the central DCGIS SDE archive; this information is also published in their data catalog on their public website. Most of the rest is spatial information developed at OP (e.g., historic districts, land use, census geography, etc.) which is then published to the central DCGIS SDE archive, and to the publicly-accessible data catalog. Virtually all of the information in this archive is publicly available at any given time; the rest is in process and not yet ready for publication.
 - Portions of this information are also hosted for OP by the OCTO DCGIS staff to facilitate operations of <http://propertyquest.dc.gov>, <http://walk.dc.gov>, and similar information-sharing tools.

- Administrative databases—OP has a variety of administrative databases that it uses to facilitate operations. These include:
 - Map requests
 - OP’s GIS staff tracks all requests for maps received from outside of OP. This is currently an Access database, but is planned for migration to SQL Server. OP also summarizes this information on its Google-based Intranet site, where it is visible to District Government staff at <https://sites.google.com/a/dc.gov/op/Home/gis/2011-map-and-data-requests>.
 - Maps printed
 - Every map OP prints using in-house GIS receives a unique OP ID number. OP maintains a database that is searchable by keyword or ID number.
 - Files (Portfolio)
 - OP uses a product called Portfolio to track its electronic files, and information on those files is stored in a database. This facilitates searching for files based on keywords associated with the files themselves, or associated with the names of the folders containing the files.
 - Computer Administration
 - OP uses Microsoft’s Windows Server Updates Services product to ensure that necessary software patches and appropriate upgrades are distributed as needed. The underlying SQL server database has value only to verify that these tasks have been accomplished as necessary.
 - GTFS
 - This database ingests GTFS tables downloaded from WMATA’s Developer site. Its purpose is to query, summarize and filter the linked tables in preparation for creating an updated GIS bus network. It is managed by OP GIS Staff and is an intermediate step in creating multimodal transportation datasets.
- Redistricting databases—OP relied on databases to support recent redistricting efforts. These include:
 - ReWard database: The ReWard intranet application was used by Council to evaluate options for revising DC’s Ward boundaries. This database was used to manage data for each plan under consideration.
 - Split Blocks database
 - The Census Bureau reports populations by Census Block. OP anticipated a large number of requests from Ward redistricting task forces to evaluate the residents in each portion of Census Blocks that might be split between different ANCs or SMDs. This tracking database used Google Docs to memorialize each request OP received and the estimates provided in response to each request.

Geographic Information Systems datasets. OP works collaboratively with OCTO’s DCGIS program to share spatial information effectively. In addition to consuming many of the datasets created by other agencies, OP contributes a variety of datasets including Historic Districts, Census boundaries and data tables, land use, planning areas and development

projects. This information is maintained using a locally-hosted copy of ESRI's ArcGIS ArcSDE spatial database (the same software used by OCTO) running on SQL Server.

25) What efforts has the agency made in the past year to increase transparency?

Please see the response above for question #14 regarding how OP uses its electronic and online tools to increase transparency into its activities.

Here are some additional examples in the past year of OP's efforts to increase transparency:

- All reports written for the Historic Preservation Review Board (HPRB), Board of Zoning Adjustment (BZA), and Zoning Commission (ZC) are posted to the OP website resulting in quicker availability of information and making the agency's position transparent to the public.
- Monthly HPRB meetings are webcast live, and the webcasts are archived for later viewing.
- The Development Review and Historic Preservation divisions produce weekly and monthly case analysis reports to Boards and Commissions. These reports are uploaded to the OP website within three days of filing for public review.
- Plan Implementation Tracking: OP collects and distributes comprehensive information on government performance implementing the action items in our plans. Reports are available on the OP website.
- All Historic Preservation and Development Review reports are now posted promptly on OP's website. Draft Small Area Plans are posted online during the public comment period. Final neighborhood and citywide plans, studies and reports are posted online.
- OP maintains a large Intranet knowledgebase of information for agency staff. This Google Site is accessible and editable by all OP staff in the office or when telecommuting. It is also fully visible to all District Government staff, and is a convenient sharing tool for interagency efforts.
- OP used to receive large numbers of requests from customers for Ward information, historic district information, and other basic information. OP created <http://PropertyQuest.dc.gov> to share this information with customers and other District agencies directly. PropertyQuest now handles requests from about 175 different customers on a typical business day, a level of service OP could not have supported with its traditional tools. Because it is online, this service is also available evenings and weekends.
- The Historic Preservation Office maintains a public listserv for regular public notice of HPO actions.
- OP maintains a website for the Zoning Regulations Update that allows the public to follow all stages and view all OP reports on the update initiative.
- Historic Preservation Office staff offer pre-application sessions with residents to educate them on how participate in the Historic Homeowner Grant program.
- OP utilizes DCRA's PIVS permitting system for historic preservation permits. PIVS is accessible to the public from DCRA's website.

26) Please identify any statutory or regulatory impediments to your agency's operations.

We have not identified any statutory or regulatory impediments to OP's operations.

27) **Did the D.C. Auditor or Inspector General release any report on your agency's activities within the 3 years?**

- a) **If yes, please provide a copy of the report and note what actions have been taken to address the recommendations made by the D.C. Auditor.**
- b) **If yes, please provide a copy of the report and note what actions have been taken to address the recommendations made by the Inspector General.**

There have been no D.C. Auditor or Inspector General reports on OP's activities within the last 3 years.

V. Contracting and Procurement

28) **Please list each contract, procurement, lease, and grant ("contract") awarded or entered into by your agency during FY11 and FY12, to date. For each contract, please provide the following information, where applicable:**

- a) **The name of the contracting party;**
- b) **The nature of the contract, including the end product or service;**
- c) **The dollar amount of the contract, including budgeted amount and actually spent;**
- d) **The term of the contract;**
- e) **Whether the contract was competitively bid or not;**
- f) **The name of the agency's contract monitor and the results of any monitoring activity;**
- g) **Funding source; and**
- h) **Whether the contracting party is a certified local, small, or disadvantaged business enterprise.**

Please see Attachment to Q28_Contracts Awarded for responses to #28a-h.

29) **Please provide a list of all MOUs currently in place and any MOUs planned for the coming year.**

Buyer	Seller	Purpose	Amount
OP	OZ	Broadcast and archive hearings of the HPRB	\$18,782
OP	DCCAH	Creative Arts Incubator Study	\$15,000

DDOT	OP	Barney Circle archaeology study	\$250,000
DMPED	OP	OP planning projects	\$500,000
DMPED	OP	St. Elizabeths master planning and infrastructure planning	\$295,767
DMPED	OP	St. Elizabeths master planning	\$126,885
DMPED	OP	NW1 planning efforts	\$70,000

30) **Please describe the steps taken by the agency to provide oversight and management for contracts. Specifically, how does the agency ensure that its programmatic needs are being met? How does the agency ensure that contracting actions are standardized across various programs?**

Director Harriet Tregoning standardizes contracting actions at OP by requiring all procurements of goods and services to go through Associate Director Edward Giefer, who serves as OP’s procurement coordinator. OP follows the Office of Contracting and Procurement’s (OCP) guidelines, including using prescribed formats for writing scopes of work; following the standard process for procuring goods and services via OCP; and approving invoices for payment only after goods and services are received. In addition, Director Tregoning approves each project in close coordination with OP’s deputy directors, and is the final agency approver on each requisition/contract.

31) **What is the process, including a timetable, for the procurement of goods and services?**

- a) **How many steps must the agency take in order to complete a procurement?**
- b) **What is the process for a sole-source procurement?**

OP makes procurements of goods and services via the Office of Contracting and Procurement. For micro purchases (of \$2,500 and under), OCP has authorized OP to use OP’s two purchase cards. For all other purchases, OP follows OCP guidelines, and OCP makes the purchases and awards the contracts. Depending on the projected dollar amount, it takes one to three months to procure goods and services via requests for proposal. Steps involved include solicitation, receipt of proposals/quotes, evaluation of proposals/quotes, and contract award. When using term contracts (that is, obtaining services from a list of firms already under term contract to the District), it takes one to two months to procure goods and services.

The process for a sole-source procurement requires receipt of a proposal/quote from the vendor, creating a “Determinations & Findings” document signed by the agency director and OCP which justifies the need for a sole-source procurement, and award of a contract by OCP if it agrees with the agency.

32) **Please describe the methods used by your agency to monitor contract compliance. If your agency has a written policy on contract monitoring, please provide a copy of the policy.**

Each OP employee who oversees contracts is trained and certified as a Contract Administrator (CA; formerly known as Contracting Officers' Technical Representatives [COTRs]). Throughout the life of each contract, the OP CA keeps in regular contact with the vendor, monitors tasks and deliverables, identifies contract concerns as they arise, stays in contact with OP's procurement coordinator, certifies with OCP that goods and services have been received, and approves payment of invoices.

VI. Program Specific

- 33) **Please list all small area and neighborhood revitalization plans that were developed or will be developed during FY11 or FY12. For each plan, please include:**
- a) **A sentence or two describing the plan's purpose, and**
 - b) **The plans start date and projected completion date.**

Please see Attachment to Q33_Plan-Project List.

Please list all citywide planning projects active during FY11 or FY12. For each project, please include:

- c) **A sentence or two describing the project,**
- d) **The start date and projected completion date, and**
- e) **A brief description of the anticipated final product.**

Please see Attachment to Q33_Plan-Project List.

- 34) **Please list noteworthy products of the State Data Center during FY11 and FY12.**

During the 2010 Census Campaign, the State Data Center staffed the DC Counts Steering Committee and formed partnerships with several District government agencies and the federal government to conduct a very successful Census 2010 outreach campaign. Nearly 100 public events and over 200 meetings were conducted. Through these efforts, the District achieved its highest Census response rate ever (72%).

In FY11, OP undertook several initiatives to accommodate and encourage continued population growth, grow the District's tax base, connect residents to jobs, and capture workers who live outside the city as District residents. In December 2010, the Census began releasing data from the 2005-2009 American Community Survey and the 2010 Census. OP's State Data Center analyzed this data and used it to develop demographic profiles on the neighborhood level. This demographic data is frequently requested by District agencies to assist in their capital planning investments.

Since FY11, the State Data Center has completed nine reports on a wide variety of information pertaining to the demographic, social, housing and economic characteristics of the general population, and the District of Columbia population. State Data Center reports are available on OP's website.

In FY11, the State Data Center supported redistricting activities based on the results of the 2010 decennial Census. Staff prepared for redistricting activities by prototyping geographic database tools in anticipation of the final Census data files and maps delivery. The State Data Center's work on redistricting activities focused on changes to political boundaries, including ward, Advisory Neighborhood Commission, Single Member District, and voting precincts. Staff coordinated with the Board of Elections and Ethics and provided statistical and demographic analyses of official Census data and delivered new or revised ward maps. The State Data Center assisted in completing the ward redistricting activities by July 14, 2011, as required by District Code.

In June 2011, the State Data Center launched the biennial update of Indices, a statistical index to District government services. The report is in final editing and production stage and will be distributed in Spring 2012.

35) What capacity does the State Data Center and the GIS & IT Division have to respond to specific analysis requests from the Council and other agencies? How does this process work?

OP's GIS team and State Data Center are structured to support the internal mapping, data and analysis needs of the agency, to provide analytical support to District agencies and Council, and to deliver maps to all customers inside and outside of government. Three full-time mapping staff report to the Associate Director for GIS/Chief Information Officer. An IT Specialist provides database and systems support for the team. The State Data Center is headed by an associate director, with three full-time staff.

OP has created dedicated tools to maximize staff productivity with GIS software (the enhanced GIS tools distributed by OCTO are derived from OP). OP's GIS staff also tracks each map request and each map the team produces. In 2011, OP's GIS staff logged over 200 distinct requests for maps and spatial analyses from outside OP, exclusive of the very many they handled through specific procedures for the recent redistricting effort. Overall, OP staff produced approximately 1,500 *different* maps in 2011. GIS staff often talk directly to the customers about the maps they want. OP provides maps to the public at nominal cost. OP uses the Map & Publications Price List and Order Form (located on the OP website) to take mapping requests. The specific charges are generally structured to recover the government's cost of printing. Customers often seek to avoid these costs by making their requests through Council. OP will continue to provide reasonable numbers of maps to Council on request without charge.

The State Data Center takes data requests by phone, email and walk-ins. Staff use an in-house form to record the request and related information. In calendar year 2010, the State Data Center received 872 data requests. Of these, 28% were from District agencies, 18% from academic

institutions, 15% from community-based organization, 15% from businesses, and 15% from other private entities.

Councilmembers and staff may contact the following for mapping and data requests:

- Charlie Richman, Associate Director for GIS & Chief Information Officer, 442-7621, Charlie.richman@dc.gov
- Joy Phillips, Associate Director, State Data Center, 442-7630, joy.phillips@dc.gov

36) Please provide summary statistics on cases reviewed by the Development Review and Zoning Division.

FISCAL YEAR	ZC	BZA	Other*	Total
FY 07	105	125	70	300
FY 08	103	145	100	348
FY 09	83	206	62	351
FY 10	141	209	127	477
FY 11	148	216	75	439

**Other = Large Tract Reviews, Street and Alley closings, Environmental Impact Screening Reports, and Antennas*

37) Please provide a list of zoning code rewrite major accomplishments/milestones during FY11 and those planned for FY12. Please also state the anticipated date for completing the zoning code rewrite.

Zoning Code Rewrite accomplishments during FY 2011:

- Presented recommendations to Zoning Commission including:
 - Concepts for PUD regulations at a public hearing – 10/4/2010
 - Concepts for Commercial and Mixed Use zones at a public hearing – 10/25/2010
 - Concepts for Apartment (R-5) zones at a public hearing – 12/9/2010
 - Concepts for Administration & Enforcement regulations at a public hearing – 2/17/2011;
- Submitted draft regulations to the Zoning Commission on vehicle parking, bicycle parking, and vehicle loading at a public hearing – 11/15/2010;
- Held Task Force meetings on:
 - Green Area Ratio (GAR) regulations – 10/6/2010
 - Recommendations for Apartment (R-5) zones – 10/27/2010
 - Industrial (PDR) zone regulations – 11/17/2010
 - Recommendations for Administration & Enforcement – 12/1/2010
 - First draft of Residential House (R-1 through R-4) zone regulations – 12/15/2010 and 1/12/2011
 - Zoning Regulations Rewrite process, timeline, and staff transition issues – 3/30/2011, 4/13/2011, and 7/13/2011;

- Held working group meetings on final Administration & Enforcement proposals on 10/13/2010; held five meetings of the Urban Design working group – 4/12/2011, 4/26/2011, 5/3/2011, 5/24/2011, and 6/8/2011;
- Presented information to seven community organizations, ANCs and stakeholder groups, including Pro-DC, Citizens Association of Georgetown, Cleveland Park Citizens Association, ANC 6D, ANC 5C, ANC 2D, Penn-Branch Citizens/Civic Association, and representatives of the downtown development community; and
- Completed an internal draft of new zoning code, and began internal staff review and quality control.

Planned activities/milestones for FY12 through anticipated completion:

- **January/March 2012:** Complete draft text.
- **January–April 2012:** Present draft text, background research and supplemental information at Zoning Rewrite Task Force meetings.
- **Late Spring/Early Summer 2012:** Obtain feedback on the draft text from the Office of the Attorney General, Zoning Administrator, and the Office of Zoning; make any additional text revisions; present the first “final” draft to the Zoning Commission for setdown.
- **Summer/Fall 2012:** Host a series of public meetings to explain the zoning review process, proposed changes to the existing regulations, and potential topics of interest to the community. At least one meeting will be held in each ward; additional meetings can be held by request with individual ANCs, citizen groups, and neighborhood organizations.
- **Late Fall/Early Winter 2012:** Complete final code revisions and staff report. The staff report will highlight the feedback received during the public outreach phase and may include new recommendations as necessary.
- **First & Second Quarter CY 2013:** Present final draft of the new regulations to the Zoning Commission in a series of public hearings.
- **Third Quarter CY 2013:** Final Code Adoption by the Zoning Commission. The Zoning Commission may ask for additional information or adopt the regulations as a whole in a single document. The Zoning Commission action will include a proposed action vote, referral to the National Capital Planning Commission (NCPC), and a final action vote. The zoning map will then be amended to reflect the new zones.

38) Please summarize the Office of Planning’s role in implementing the Inclusionary Zoning Program.

The Department of Housing and Community Development (DHCD) has the authority to administer and regulate Inclusionary Zoning (IZ) units, however OP has worked closely with DHCD to update the regulations as needed to amend provisions that were in conflict with U.S.

Department of Housing and Urban Development financing provisions. OP also negotiates the provision of IZ units through the Planned Unit Development process.

39) **Describe the ongoing Comprehensive Plan analysis and review process, including:**

- a) **Activities anticipated in FY12, and**
- b) **Ongoing activities to track implementation by other agencies during FY12.**

In FY09, OP launched the first amendment cycle of the Comprehensive Plan which had been updated and adopted in 2006. The Council held a public hearing in September 2010 and the amendments were approved in November 2010. The amendments were submitted for federal review in December 2010, and NCPC approved the amendments in January 2011. The amendments became effective April 8, 2011. As part of Council's approval of the amendments, it required the Mayor to submit the amended Future Land Use Map and Policy Map to the Council so that it can make sure the maps conform to the requirements of the amendments. OP anticipates the legislative package to be transmitted to Council in February 2012.

OP continues to track progress of the Comprehensive Plan actions by conducting quarterly updates with agencies. The updates are published on OP's website. As required by the Implementation Element of the Comprehensive Plan, OP will initiate the second biennial Progress Report on Plan action items by March 2012. The Progress Report assures accountability to District residents by documenting the District's progress in implementing the over 600 actions of the Comprehensive Plan.

40) **~~Please summarize where the Office of Planning met or exceeded performance plan objectives for FY11 and where it did not meet objectives (as defined by initiatives and performance measures in the "FY11 Performance Plan"). Feel free to identify other major successes and challenges falling outside the scope of the performance plan, but please list these separate from the performance plan accomplishments.~~**

The first part of question #39 related to FY11 performance plan objectives was deleted per agreement with the Committee as it requests the same information as question #22.

OP provides the following details on major FY11 successes and challenges that fell outside of the scope of OP's performance plan.

FY11 Accomplishments

Launch of Sustainable DC

In conjunction with DDOE, OP launched Sustainable DC, the Mayor's initiative to create a comprehensive sustainability strategy for the District, in FY11. The Mayor's vision for Sustainable DC is to make the District the most sustainable city in the nation. Sustainable DC is a multi-agency and multi-stakeholder initiative that will create the District's sustainability vision in nine topic areas including the built environment, climate, and the green economy and will develop recommendations for implementation. The initiative kicked-off with "Start in September," using a website (www.sustainable.dc.gov) to allow residents to share their ideas on

how to make DC a greener, healthier, more livable place. More than 1,400 residents participated in 27 meetings/discussions during the month of September, and more than 300 suggestions were logged in on the website. In early FY12, OP and DDOE held a Twitter Town Hall in November 2011 and Mayor Gray launched nine topic area Working Groups later that month.

Ward 8 Community Summit

OP planned, developed, and managed Mayor Gray's Ward 8 Community Summit in July 2011, in partnership with DMPED and other agencies. Nearly 600 Ward 8 residents, business owners, District officials, and guests joined Mayor Gray and Councilmember Barry at the event. Throughout the meeting participants used keypad polling to register their views and engaged in facilitated discussions about the future of their neighborhoods. A preliminary report was quickly generated and distributed at the end of the event. OP worked with District agencies to plan and hold the first Summit follow-up meeting, held in September 2011. Attendees received progress reports from various agency directors during two panel discussions. OP and other lead agencies continue to strategize with the Executive Office of the Mayor on FY 2013 budget initiatives to move implementation projects forward. The next Summit follow-up community meeting will take place later in FY12.

Launch of the Live Near Your Work Pilot

During FY11 OP launched the pilot Live Near Your Work (LNYW) Program, which offers \$200,000 in matching grants to DC-based employers that encourage their employees to purchase homes near their jobs or transit. Through this program the District will match up to \$6,000 in employer contributions (or a total of \$12,000 per employee) for down payment and closing cost assistance. LNYW will help to attract new DC residents, expand the tax base, reduce traffic congestion, and make it easier for employees to get to work on time. OP selected two major employers for the first round, Gallaudet University and American University.

Neighborhood Indicators Report

OP completed a Neighborhood Indicators report, *State of Washington, D.C.'s Neighborhoods 2010*, in conjunction with the Urban Institute. The report is a comprehensive look at a variety of different indicators that cover the economy, health, education, environment, transportation and others. The report updates and expands on the 2008 Neighborhood Indicators report by adding several new measures including measures of environmental sustainability and access to public transportation. The purpose of the report is to help residents and government leaders understand how the District's neighborhoods are changing and if they are getting better or worse. The report uses some basic broad indicators to measure change, but more importantly, gives some context behind some of the major shifts.

FY11 Challenges

Census Challenge

In July 2011, the State Data Center filed with the U.S. Census Bureau a challenge of the District's 2010 Census Redistricting Data. The State Data Center reviewed this data and identified several instances where housing units and population appear to have been assigned to the wrong census blocks and/or incorrectly tabulated. This challenge relates to 549 census blocks with the following issues: 1) Census-reported housing units in census blocks that are

clearly medians, parks, or other places that do not have housing units; 2) Housing units in the District's records that do not appear in the Census records for some census blocks; and 3) Census counts of housing units in some census blocks that differ from those in the District's records. The District requested geocoding corrections where the Bureau placed living quarters and associated population in the incorrect location, and 21 coverage corrections where the Bureau's enumeration of living quarters and corresponding population within census blocks differs from what the District believes to be the correct number.

Redistricting

The Office of Planning provided technical and mapping support to the Council and task forces on the redistricting of Wards, Advisory Neighborhood Commission, and Single Member Districts (SMD) following the 2010 Census. OP staff had to work very diligently to meet the large demand for a variety of maps and data in multiple configurations for Ward and SMD boundaries during the redistricting process, as well as to complete OP's analysis and mapping of proposed boundaries in time to meet Council deadlines.

Social Media

As noted in question #14, OP launched its social media presence on Twitter and Facebook in June 2011. OP has no staff dedicated solely to managing its social media and online activities; the agency relies instead on existing staff with other job duties. The agency has spent the last several months climbing the learning curve to leverage these tools, including interviewing or being trained by other District agencies experienced in social media, such as DDOT and DCRA, and partaking in other social media trainings geared to District agency and other government users. OP strives to post content daily on Twitter and is continuing to determine how best to use Facebook for its outreach and other communications. The agency has seen rapid and continued growth in its followers on Twitter, which now number over 1,000. Another successful experience was the Sustainable DC Twitter Town Hall hosted by OP and DDOE in November 2011. During the one-hour event, 46 unique users sent 184 tweets with their ideas for how DC can be more sustainable in transportation, food access and energy. The "reach" of #sustainableDC during the Town Hall was over 63,000 users.

St. Elizabeths Redevelopment

The Congressional decision in 2011 to reduce funding for the consolidation and relocation of the U.S. Department of Homeland Security (DHS) to the St. Elizabeths West Campus has resulted in major delays in the completion of this significant federal investment. Initially DHS agencies were to relocate to St. Elizabeths by the end of FY2016; recent estimates now anticipate completion by FY2021. One federal agency, the Coast Guard, is expected to move to the campus within the original timeframe. The project delay will affect other agencies such as the Federal Emergency Management Agency, Immigration and Customs Enforcement, and the Customs and Border Patrol. Despite these delays, the District is moving forward with the completion of the master plan for the St. Elizabeths East Campus. The District, involving agencies such as DMPED, OP and DDOT, intends to make major infrastructure investments and redevelop the East Campus into a mixed-use development offering retail and other services to Ward 8 residents and future federal employees. DMPED, OP and other partners are also facilitating workforce development and other economic development initiatives for St. Elizabeths. The delay in the

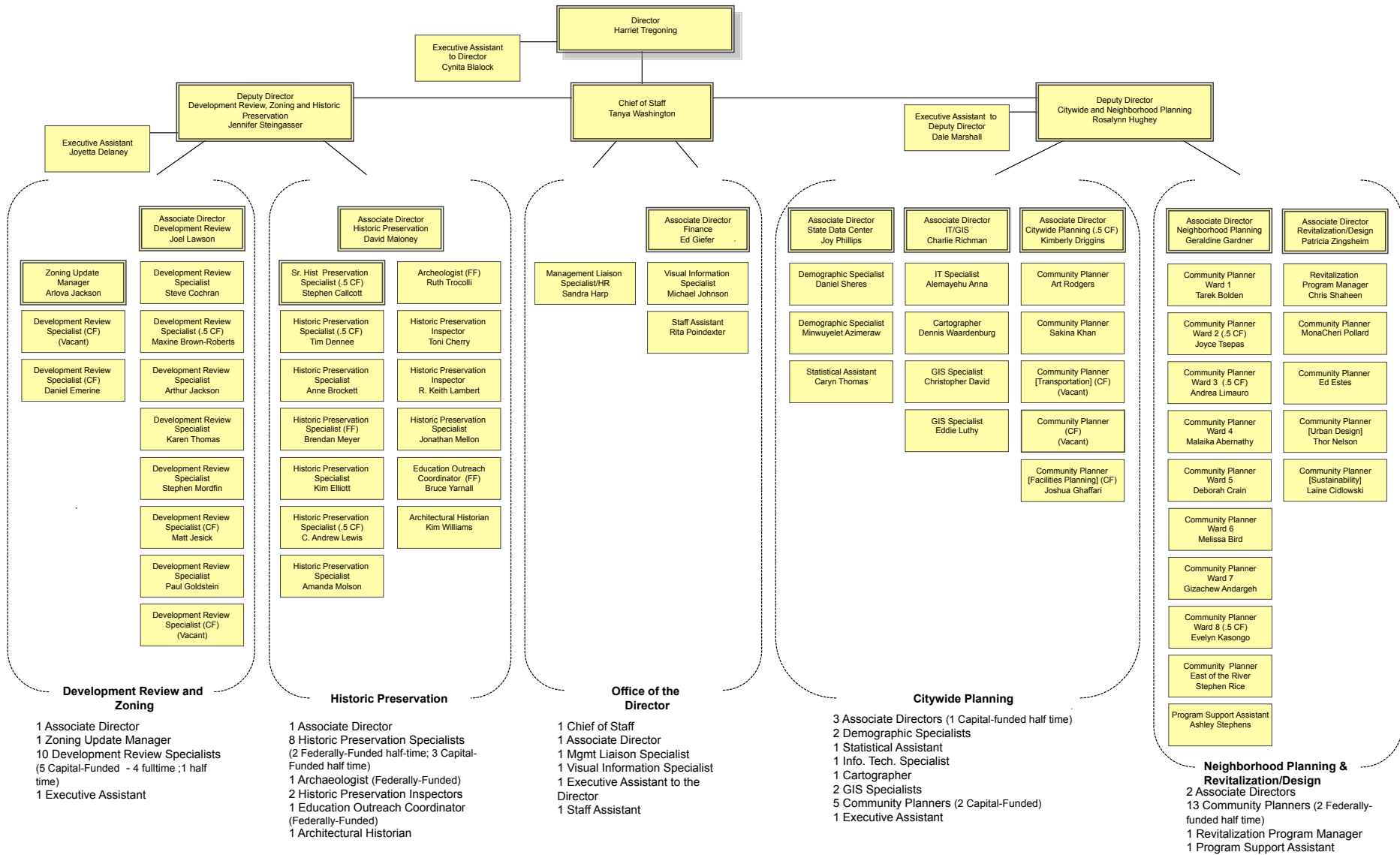
completion of federal relocations on the West Campus has created uncertainty that impacts the District's ability to leverage that major investment.

41) **Please provide the Office of Planning performance plan for FY12.**

OP's FY12 performance plan is currently being reviewed by the Office of the City Administrator.

Organization Chart

Effective January 1, 2012



OFFICE OF PLANNING									
FY2011 OVERSIGHT HEARING									
Attachment to Q2_Position Listing									
Title	Name	Hire date	Start date	Salary	Fringe	Grade	Step	Cont/ Term/ Temp	FTE
PROGRAM: AGENCY MANAGEMENT PROGRAM (1000)									
Activity: Personnel (1010)									
Mgmt Liaison Specialist	Harp,Sandra F	9/13/1999	6/10/2007	\$78,934	\$14,153	13	4	Cont	0.75
Activity: Training and Employee Development (1015)									
Mgmt Liaison Specialist	Harp,Sandra F	9/13/1999	6/10/2007	\$78,934	\$14,153	13	4	Cont	0.25
Activity: Contracting and Procurement (1020)									
Assoc Dir, Strategic Ops & Finance	Giefer,Edward T	1/14/2002	1/14/2002	\$113,985	\$20,438	15	0	Cont	0.25
Activity: Property Management (1030)									
Staff Assistant	Poindexter,Rita J	10/6/2003	8/20/2009	\$58,630	\$10,512	11	6	Cont	0.25
Activity: Information Technology (1040)									
Staff Assistant	Poindexter,Rita J	10/6/2003	8/20/2009	\$58,630	\$10,512	11	6	Cont	0.25
Activity: Financial Management (1050)									
Assoc Dir, Strategic Ops & Finance	Giefer,Edward T	1/14/2002	1/14/2002	\$113,985	\$20,438	15	0	Cont	0.50
Activity: Risk Management (1055)									
Staff Assistant	Poindexter,Rita J	10/6/2003	8/20/2009	\$58,630	\$10,512	11	6	Cont	0.25
Activity: Communications (1080)									
Visual & Pub Info Officer	Johnson,Michael A	10/29/1979	7/1/1990	\$88,166	\$15,808	13	8	Cont	1.00
Activity: Customer Service (1085)									
Staff Assistant	Poindexter,Rita J	10/6/2003	8/20/2009	\$58,630	\$10,512	11	6	Cont	0.25
Activity: Performance Management (1090)									
Director	Tregoning,Harriet	1/22/2007	1/22/2007	\$143,018	\$25,643	E4	0	Cont	1.00
Chief of Staff	Tanya Washington	5/17/2004	4/24/2011	\$90,000	\$16,137	8	0	Cont	1.00
Executive Assistant	Blalock,Cynita A	2/25/2002	12/9/2007	\$81,242	\$14,567	13	5	Cont	1.00
Assoc Dir, Strategic Ops & Finance	Giefer,Edward T	1/14/2002	1/14/2002	\$113,985	\$20,438	15	0	Cont	0.25
									7.00
PROGRAM: ZONING REVIEW AND HISTORIC PRESERVATION (2000)									
Activity: Zoning Review (2010)									
Dep Dir, Dev Review & HP	Steingasser,Jennifer L.	7/17/2000	10/30/2005	\$128,773	\$23,089	16	0	Cont	0.50
Executive Assistant	Delaney,Joyetta	2/19/2008	12/18/2011	\$50,510	\$9,056	11	1	Cont	0.50
Assoc Dir, Development Review	Lawson,Joel	6/3/2002	6/3/2002	\$105,699	\$18,952	15	0	Cont	1.00
Zoning Update Manager	Jackson, Arlova	3/31/2008	10/9/2011	\$99,000	\$17,751	15	0	Cont	1.00
Development Review Specialist	Thomas,Karen M	12/17/2001	12/17/2001	\$98,740	\$17,704	14	6	Cont	1.00
Development Review Specialist	Jackson Jr.,Arthur F	9/11/2000	9/11/2000	\$98,740	\$17,704	14	6	Cont	1.00
Development Review Specialist	Mordfin,Stephen J	4/22/2002	4/22/2002	\$96,013	\$17,215	14	5	Cont	1.00
Development Review Specialist	Goldstein,Paul W	11/13/2007	11/13/2007	\$78,934	\$14,153	13	4	Cont	1.00
Development Review Specialist	Emerine,Daniel J	3/3/2008	3/3/2008	\$76,626	\$13,739	13	3	Term	1.00
Development Review Specialist	Jesick,Matthew R	2/6/2006	2/6/2006	\$81,242	\$14,567	13	5	Cont	1.00
Development Review Specialist	Brown-Roberts,Maxine H	9/5/2000	9/5/2000	\$98,740	\$17,704	14	6	Cont	1.00
Development Review Specialist	Cochran,Stephen L	3/15/1999	3/15/1999	\$106,921	\$19,171	14	9	Cont	1.00
Development Review Specialist	<i>Vacant since 09/15/11</i>	--	--	\$72,010	\$12,911	13	1	Term	1.00
Development Review Specialist	<i>Vacant Since 10/09/11</i>	--	--	\$85,105	\$15,259	14	1	Cont	1.00
									13.00
Activity: Historic Preservation (2020)									
Dep Dir, Dev Review & HP	Steingasser,Jennifer L.	7/17/2000	10/30/2005	\$128,773	\$23,089	16	0	Cont	0.50

Executive Assistant	Delaney,Joyetta	2/19/2008	12/18/2011	\$50,510	\$9,056	11	1	Cont	0.50
State Historic Preservation Officer	Maloney,David J	6/16/1985	10/28/2007	\$105,614	\$18,937	15	0	Cont	1.00
Preservation Planner	Callcott,Stephen L	7/20/1992	7/20/2008	\$102,614	\$18,399	15	0	Cont	1.00
Senior HP Inspector	Williams Cherry,Toni V	8/17/1987	8/17/1987	\$80,188	\$14,378	12	7	Cont	1.00
HP Inspector	Lambert,Rupert K	4/5/1993	9/22/2002	\$68,681	\$12,315	11	9	Cont	1.00
Architectural Historian	Brockett,Anne O	1/12/2004	1/22/2006	\$75,992	\$13,625	12	5	Cont	1.00
Architectural Historian	Williams,Kimberly	3/1/2010	3/1/2010	\$76,626	\$13,739	13	3	Cont	1.00
Historic Preservation Specialist	Meyer,James B	5/30/2006	5/30/2006	\$63,413	\$11,370	11	6	Cont	1.00
Historic Preservation Specialist	Elliott, Kimberly	10/11/2011	10/11/2011	\$77,884	\$13,965	13	1	Cont	1.00
Historic Preservation Specialist	Molson,Amanda R	3/17/2008	1/15/2012	\$58,145	\$10,425	11	3	Term	1.00
Historic Preservation Specialist	Mellon, Jonathan	7/10/2008	1/30/2012	\$61,657	\$11,055	11	5	Cont	1.00
Historic Preservation Specialist	Lewis,Charles A	3/31/2008	3/31/2008	\$97,948	\$17,562	14	3	Cont	1.00
Historic Preservation Specialist	Dennee,Timothy J.	12/12/2001	12/12/2001	\$87,872	\$15,755	13	5	Cont	1.00
Archeologist	Trocoli,Ruth	7/9/2007	12/18/2011	\$71,796	\$12,873	12	3	Cont	1.00
Education Outreach Coordinator	Yarnall,Bruce A	1/24/2005	1/24/2005	\$75,992	\$13,625	12	5	Cont	<u>1.00</u>
									15.00
PROGRAM: REVITALIZATION/DESIGN & NEIGHBORHOOD PLANNING (3000)									
Activity: Neighborhood Planning (3010)									
Dep Dir, Long Range Planning	Hughey,Rosalynn T	7/10/2000	3/18/2007	\$119,771	\$21,475	16	0	Cont	0.20
Executive Assistant	Marshall, Dale	6/1/1974	1/30/2012	\$65,126	\$11,677	11	10	Cont	0.20
Assoc Dir, Neighborhood Planning	Gardner,Geraldine I	10/6/2003	9/30/2007	\$101,479	\$18,195	15	0	Cont	1.00
Community Planner	Rice,Stephen	10/31/2005	11/23/2008	\$70,259	\$12,597	12	5	Cont	1.00
Community Planner	Limauro,Andrea	12/8/2008	12/8/2008	\$66,379	\$11,902	12	3	Cont	1.00
Community Planner	Kasongo,Evelyn D	3/6/2006	8/31/2008	\$93,286	\$16,726	14	4	Cont	1.00
Community Planner	Crain,Deborah L	7/11/1994	1/28/2001	\$98,740	\$17,704	14	6	Cont	1.00
Community Planner	Andargeh,Gizachew	11/24/2008	11/24/2008	\$64,439	\$11,554	12	2	Term	1.00
Community Planner	Bolden,Tarek S	9/17/2007	9/17/2007	\$78,934	\$14,153	13	4	Cont	1.00
Community Planner	Abernathy,Malaika K	7/9/2007	7/9/2007	\$83,550	\$14,981	13	6	Cont	1.00
Community Planner	Bird,Melissa C	1/24/2005	1/24/2005	\$96,013	\$17,215	14	5	Cont	1.00
Community Planner	Tsepas,Joyce E	3/17/2008	6/6/2010	\$62,499	\$11,206	12	1	Cont	1.00
Program Support Assistant	Stephens,Ashley	6/1/2004	3/2/2008	\$37,118	\$6,655	7	3	Cont	<u>1.00</u>
									11.40
Activity: Revitalization/Design (3020)									
Dep Dir, Long Range Planning	Hughey,Rosalynn T	7/10/2000	3/18/2007	\$119,771	\$21,475	16	0	Cont	0.20
Executive Assistant	Marshall, Dale	6/1/1974	1/30/2012	\$65,126	\$11,677	11	10	Cont	0.20
Assoc Dir, Revitalization & Design	Zingsheim,Patricia A	4/21/2003	4/21/2003	\$113,319	\$20,318	15	0	Cont	1.00
Revitalization Prog Mgr	Shaheen,Christopher M	5/7/2001	12/25/2005	\$94,837	\$17,004	15	0	Cont	1.00
Community Planner	Cidlowski,Laine	3/17/2008	8/1/2010	\$72,010	\$12,911	13	1	Cont	1.00
Community Planner	Pollard,Monacheri	10/13/1985	1/18/1998	\$84,384	\$15,130	12	9	Cont	1.00
Community Planner	Nelson,Thor A	4/14/2008	4/14/2008	\$76,626	\$13,739	13	3	Cont	1.00
Community Planner	Estes,Edward M	12/11/2006	12/11/2006	\$83,550	\$14,981	13	6	Cont	<u>1.00</u>
									6.40
PROGRAM: CITYWIDE PLANNING (7000)									
Activity: Citywide Planning (7010)									
Dep Dir, Long Range Planning	Hughey,Rosalynn T	7/10/2000	3/18/2007	\$119,771	\$21,475	16	0	Cont	0.20
Executive Assistant	Marshall, Dale	6/1/1974	1/30/2012	\$65,126	\$11,677	11	10	Cont	0.20
Assoc Dir, Citywide Planning	Driggins,Kimberly C	9/22/2003	3/2/2008	\$120,730	\$21,647	15	0	Cont	1.00
Community Planner	Khan,Sakina H	9/6/2005	9/6/2005	\$96,013	\$17,215	14	5	Cont	1.00
Community Planner	Rodgers,Arthur H.	2/22/2005	6/5/2007	\$96,013	\$17,215	14	5	Cont	1.00

Community Planner	Ghaffari,Josh J	4/16/2007	12/21/2008	\$76,626	\$13,739	13	3	Cont	1.00
Community Planner(Transportation)	<i>Vacant since 10/14/11</i>	--	--	\$85,105	\$15,259	14	1	Cont	1.00
Community Planner	<i>Vacant since 12/31/10</i>	--	--	\$85,105	\$15,259	14	1	Cont	<u>1.00</u>
									6.40
Activity: GIS & IT (7020)									
Dep Dir, Long Range Planning	Hughey,Rosalynn T	7/10/2000	3/18/2007	\$119,771	\$21,475	16	0	Cont	0.20
Executive Assistant	Marshall, Dale	6/1/1974	1/30/2012	\$65,126	\$11,677	11	10	Cont	0.20
Assoc Dir & Chief Information Ofcr.	Richman,Charlie	1/28/2002	1/28/2002	\$126,913	\$22,756	15	0	Cont	1.00
Cartographer	Waardenburg,Dennis S	5/6/2002	5/6/2002	\$87,872	\$15,755	13	5	Cont	1.00
Geographic Info Syst (GIS) Spec	Luthy,Edward W	5/27/2008	5/27/2008	\$69,698	\$12,497	12	2	Term	1.00
Geographic Info Syst (GIS) Spec	David, Christopher	3/15/2010	12/2/2011	\$73,894	\$13,249	12	4	Cont	1.00
IT Specialist	Anna,Alemayehu M	4/18/2006	4/18/2006	\$103,848	\$18,620	14	5	Cont	<u>1.00</u>
									5.40
Activity: State Data Center (7030)									
Dep Dir, Long Range Planning	Hughey,Rosalynn T	7/10/2000	3/18/2007	\$119,771	\$21,475	16	0	Cont	0.20
Executive Assistant	Marshall, Dale	6/1/1974	1/30/2012	\$65,126	\$11,677	11	10	Cont	0.20
Assoc Dir, State Data Center	Phillips,Joy E	7/24/1995	2/6/2005	\$107,843	\$19,336	15	0	Cont	1.00
Demographic Specialist	Sheres,Daniel E	12/8/2008	12/8/2008	\$83,550	\$14,981	13	6	Cont	1.00
Demographic Specialist	Thomas, Caryn	12/5/2011	12/5/2011	\$53,758	\$9,639	11	3	Cont	1.00
Demographic Specialist	Azimeraw,Minwuyelet M.	2/18/2008	2/18/2008	\$57,006	\$10,221	11	5	Cont	<u>1.00</u>
									4.40
Total: Office of Planning									69.00

OFFICE OF PLANNING
Attachment to Q7d_Travel Expenses
FY 2011 & 2012

Employee Name	Title	Location	Purpose	Cost
FY 2011				
Anne Brockett	Architectural Historian	Austin, TX	2010 National Preservation Conference; accept award for OP	\$1,771.30
FY 2012*				
Arlova Jackson	Zoning Update Manager	New York, NY	"Zoning the City" conference	\$749.15
Maxine Brown-Roberts	Development Review Spec.	New York, NY	"Zoning the City" conference	\$648.15

Note: * - as of 2/1/12

Office of Planning (BD0)

FY 2011 Budget vs Expenditures

Local					
Object Class	Description	FY11 Appropriated Budget	FY11 Expenditures	FY11 Variance	Comments
Personal Services:					
11	Salaries - Continuing Full-Time	\$ 4,355,068	\$ 4,135,613	\$ 219,455	
12	Salaries - Term	36,000	34,812	\$ 1,188	
13	Terminal Leave	39,752	39,932	\$ (180)	
14	Fringe Benefits	855,445	861,652	\$ (6,207)	
	Subtotal	\$ 5,286,265	\$ 5,072,009	\$ 214,256	<i>PS savings from vacancies during year.</i>
Non-Personal Services:					
20	Supplies	37,500	29,269	8,231	
31	Telecommunications	2,000	2,000	-	
40	Other Services	173,093	84,988	88,105	
41	Contractual Services	46,500	38,243	8,257	
50	Subsidies and Transfers	221,746	221,746	-	<i>Historic homeowner grant funds.</i>
70	Equipment	63,506	47,972	15,534	
	Subtotal	544,344	424,218	120,127	<i>NPS savings from EOM-directed partial spending freeze during year.</i>
	Total Budget	\$ 5,830,609	\$ 5,496,227	\$ 334,383	

Office of Planning (BD0)

FY 2011 Budget vs Expenditures

Federal					
Object Class	Description	FY11 Appropriated Budget	FY11 Expenditures	FY11 Variance	Comments
Personal Services:					
11	Salaries - Continuing Full-Time	\$ 215,456	\$ 215,456	\$ -	<i>Historic Preservation Fund grant from</i>
14	Fringe Benefits	50,422	50,422	\$ -	<i>National Park Service; 3 FTE.</i>
	Subtotal	\$ 265,878	\$ 265,878	\$ -	
Non-Personal Services:					
40	Other Services	17,779	16,382	\$ 1,397	
41	Contractual Services	343,830	343,830	\$ -	
	Subtotal	\$ 361,609	\$ 360,211	\$ 1,398	
	Total Budget	\$ 627,487	\$ 626,089	1,398	

Office of Planning (BD0)

FY 2011 Budget vs Expenditures

O-type					
Object Class	Description	FY11 Appropriated Budget	FY11 Expenditures	FY11 Variance	Comments
	Non-Personal Services:				
40	Other Services	23,782	19,362	4,420	<i>Payment to the Office of Zoning to broadcast and archive hearings of the Historic Preservation Review Board.</i>
	Subtotal	\$ 23,782	\$ 19,362	\$ 4,420	
	Total Budget	\$ 23,782	\$ 19,362	\$ 4,420	

Office of Planning (BD0)

FY 2011 Budget vs Expenditures

Intra-District					
Object Class	Description	FY11 Appropriated Budget	FY11 Expenditures	FY11 Variance	Comments
Personal Services:					
12	Salaries - Term	24,778	24,778	\$ -	<i>Permit reviewer MOU with DCRA.</i>
14	Fringe Benefits	6,939	6,939	\$ -	
	Subtotal	\$ 31,717	\$ 31,717	\$ -	
Non-Personal Services:					
41	Contractual Services	700,000	200,000	\$ 500,000	<i>For HUD challenge grant work at St. Elizabeths, via MOU with the grant receiver (DHCD).</i>
	Subtotal	\$ 700,000	\$ 200,000	\$ 500,000	
	Total Budget	\$ 31,717	\$ 31,717	\$ -	

Office of Planning (BD0)

FY 2012 Budget vs Expenditures (as of 1/19/12)

Local					
Object Class	Description	FY12 Appropriated Budget	FY12 Enc & Exp	FY12 Available	Comments
Personal Services:					
11	Salaries - Continuing Full-Time	\$ 4,642,074	\$ 1,115,060	\$ 3,527,014	
12	Salaries - Term	127,007	-	\$ 127,007	
14	Fringe Benefits	951,369	210,925	\$ 740,444	
	Subtotal	\$ 5,720,450	\$ 1,325,985	\$ 4,394,465	
Non-Personal Services:					
20	Supplies	37,500	-	37,500	
31	Telecommunications	-	25	(25)	
40	Other Services	145,669	78,622	67,047	
41	Contractual Services	543,614	43,888	499,726	<i>Includes \$485,000 for citizen summits.</i>
50	Subsidies and Transfers	230,173	30,000	200,173	<i>Historic homeowner grant funds.</i>
70	Equipment	53,500	2,860	50,640	
	Subtotal	1,010,456	155,395	855,061	
	Total Budget	\$ 6,730,906	\$ 1,481,380	\$ 5,249,526	

Office of Planning (BD0)

FY 2012 Budget vs Expenditures (as of 1/19/12)

Federal					
Object Class	Description	FY12 Appropriated Budget	FY12 Enc & Exp	FY12 Available	Comments
Personal Services:					
11	Salaries - Continuing Full-Time	\$ 265,596	\$ 55,676	\$ 209,920	<i>Historic Preservation Fund grant from National Park Service; 3.5 FTE.</i>
14	Fringe Benefits	54,035	13,313	\$ 40,722	
	Subtotal	\$ 319,631	\$ 68,989	\$ 250,642	
Non-Personal Services:					
41	Contractual Services	588,054	355,332	\$ 232,722	<i>Includes HPF grant and unexpended portion of grant from the Economic Development Administration for St. E's planning activities.</i>
	Subtotal	\$ 588,054	\$ 355,332	\$ 232,722	
	Total Budget	\$ 907,685	\$ 424,321	483,364	

Office of Planning (BD0)

FY 2012 Budget vs Expenditures (as of 1/19/12)

Private Grant					
Object Class	Description	FY12 Appropriated Budget	FY12 Enc & Exp	FY12 Available	Comments
Non-Personal Services:					
41	Contractual Services	250,000	23,000	227,000	<i>ArtPlace grant.</i>
	Subtotal	\$ 250,000	\$ 23,000	\$ 227,000	
	Total Budget	\$ 250,000	\$ 23,000	\$ 227,000	

Office of Planning (BD0)

FY 2012 Budget vs Expenditures (as of 1/19/12)

O-type					
Object Class	Description	FY12 Appropriated Budget	FY12 Enc & Exp	FY12 Available	Comments
	Non-Personal Services:				
40	Other Services	30,000	23,782	6,218	<i>Payment to the Office of Zoning to broadcast and archive hearings of the Historic Preservation Review Board, and stipends for HPRB board members.</i>
	Subtotal	\$ 30,000	\$ 23,782	\$ 6,218	
	Total Budget	\$ 30,000	\$ 23,782	\$ 6,218	

OFFICE OF PLANNING
FY11 Oversight
Attachment to Q17_Policy Initiatives

Program Description	<u>Sustainable DC:</u> A comprehensive plan to make DC the greenest, healthiest, and most livable city in the nation. Sustainable DC will focus on nine major categories (built environment, climate, energy, food, nature, transportation, waste, water and green economy) each with its own Working Group. Each Working Group will create goals for their category, which will then be analyzed from economic, social, and environmental perspectives. The mayor has appointed a Green Ribbon Committee composed of business leaders, community advocates, and subject matter experts to provide direction and feedback on development and implementation of the plan. A Green Cabinet, an assembled group of District government agency directors and senior staff, has also been established to guide the government’s internal efforts, budgeting and plan implementation. OP & DDOE are lead agencies.
Responsible Employee	Laine Cidlowski/Patricia Zingsheim
Total FTE’s assigned	One full-time, plus equivalent of one FTE
Funding budgeted	\$500,000 to contract with consultant team to produce plan, including outreach strategy.

Program Description	<u>Temporary Urbanism:</u> The initiative seeks to transform vacant spaces into vibrant destinations and animated showcases through unique uses. Using a \$250,000 grant received from the national ArtPlace initiative, OP will expand the Temporary Urbanism Initiative in four emerging creative neighborhoods, transforming vacant and/or underutilized storefronts and/or empty lots into artist showcases/villages for three to six months. Target neighborhoods are: Brookland, Anacostia, Deanwood, and Central 14th Street, NW.
Responsible Employee	Kimberly Driggins/Sakina Khan
Total FTE’s assigned	3
Funding budgeted	\$250,000 Grant from ArtPlace

Program Description	<u>St. Elizabeths Redevelopment & Workforce Development:</u> OP is completing Phase 1 site planning; coordinating with DDOT on transportation and infrastructure; leading an interagency planning effort for Congress Heights, Anacostia and St. Elizabeths; and developing an innovation cluster strategy for the campus that leverages the Department of Homeland Security consolidation and promotes small business incubation and development.
Responsible Employee	Geraldine Gardner/Evelyn Kasongo
Total FTE’s assigned	3
Funding budgeted	\$575,000 contract w/ planning consultants

Program Description	<u>Walter Reed Redevelopment:</u> In conjunction with the base reuse planning for the Walter Reed Army Medical Center, OP is completing a Small Area Plan to provide land use designations, transportation and urban design guidance. The SAP is required
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OFFICE OF PLANNING
FY11 Oversight
Attachment to Q17_Policy Initiatives

	to rezone the site for future development.
Responsible Employee	Rosalynn Hughey/Malaika Abernathy
Total FTE's assigned	2
Funding budgeted	\$300,000 OP contribution for SAP planning consultants

Program Description	<u>Center City Strategy:</u> In follow-up to the 2008 Center City Action Agenda and working with the BID Council and other stakeholders, OP will undertake the analysis of priority investments for Center City including transportation, infrastructure, utilities and energy efficiency and investment in urban livability, including world-class parks and public spaces. Includes an economic study to update various metrics measuring projected future development.
Responsible Employee	Patricia Zingsheim
Total FTE's assigned	2
Funding budgeted	\$40,000 contract w/ consultant

Program Description	<u>Streetcar Land Use Study:</u> The Phase 1 Streetcar Study analyzes the land use and planning impacts of the District's proposed 37-mile, citywide streetcar system. Study is an effort to ensure that the District maximizes the wide range of benefits from this multi-year, multi-million dollar transportation investment. The Phase 2 follow up assessments will focus on more detailed land use and zoning changes along proposed routes to overcome land use limitations and maximize benefits of the transportation system, for the population served by the new transit services and the economic development potential. The planning work will also develop more specific recommendations for streetscaping and creating complete communities along the corridor, with the goal of creating vibrant, walkable, streetcar-oriented communities along the proposed routes. Phase 2 work is being completed for Walter Reed, Hechinger Mall site, and a baseline study for a potential Wisconsin Avenue route.
Responsible Employee	Kimberly Driggins/Melissa Bird
Total FTE's assigned	3
Funding budgeted	Phase 1: \$501,000 contract w/ consultants Phase 2: \$ 310,000 contract w/ consultants

Program Description	<u>Live Near Your Work Pilot Program:</u> A type of Employer Assisted Housing (EAH) program to support an employee toward buying a home and encourage them to live closer to their job. The 'Live Near Your Work' (LNYW) program proposal is a matching homeownership grant for down-payment and closing cost assistance in partnership between the District of Columbia and participating employers within the city
Responsible Employee	Kimberly Driggins/Art Rodgers
Total FTE's assigned	2
Funding budgeted	\$320,000 (includes \$120,000 awarded to 2 employers in Round 1)

OFFICE OF PLANNING
FY11 Oversight
Attachment to Q17_Policy Initiatives

Program Description	<p><u>Zoning Regulations Revision:</u> A comprehensive review and revision to the 1958 zoning regulations; program has included extensive community participation – over 160 public meetings to date, plus 15 public updates to the Zoning Commission; The ZRR has involved twenty work groups in 3 focus areas – <i>Policy:</i> Height, Flood Plain, Parking, Loading, Retail Strategy, Arts & Culture, Historic and Sustainability; <i>Use Districts:</i> Low/Moderate Density Residential, Medium/High Density Residential, Medium/High Density Commercial, Industrial, Campus/Institutional, Downtown, Mixed/Other Districts, and Parks/Open Space; <i>Procedural:</i> PUD, Design Review, Administration & Enforcement and ZC & BZA Procedures. OP is working with OAG to finalize the first draft of the new regs based on guidance provided from the Zoning Commission on the above 20 areas; OP will present the first draft to the Task Force beginning on January 31 of this year. OP will continue working with the Task Force through the spring of 2012 and will take the draft regs to the Zoning Commission in June 2012. After the Commission provides feedback, OP will host a minimum of 8 public education meetings on the proposed new regs (1 in each Ward). OP also expects to attend various ANC, community and business organizations meetings to garner feedback prior to a public hearing.</p>
Responsible Employee	Jennifer Steingasser / Arlova Jackson
Total FTE's assigned	3
Funding budgeted	<p>\$259,000 from capital budget for website, communications, graphics, economic study, and editing services; \$150,000, approximately for two FTE term salaries with benefits</p>

Program Description	<p><u>Historic Homeowners Grant Program</u> The Targeted Historic Preservation Assistance Amendment Act of 2006 created a new financial incentive to help qualified low- and moderate-income homeowners in 12 historic districts pay for certified rehabilitation work. The grants are available for contributing historic properties in the following districts: Anacostia, Blagden Alley/Naylor Court, Capitol Hill, Fourteenth Street, LeDroit Park, Mount Pleasant, Mount Vernon Square, Mount Vernon Triangle, Shaw, Strivers' Section, U Street, and Takoma Park. Work affecting public elevations of a building which make an appreciable difference in the appearance of a property is encouraged.</p> <p>A grant may be used for repair, restoration or replacement of exterior features, such as walls and siding, windows, doors, roofs, cornices, porches, steps, and landscape features such as retaining walls and fences. While any exterior work may be proposed, preference will be given for work that is visible from public streets, makes an appreciable difference in the appearance of the house, and retains original historic features and materials. Work can include the restoration of missing historic building elements, such as a porch, restoration or replacement of windows and doors, removal of non-original siding, painting, etc. The grant can also be used to make</p>
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OFFICE OF PLANNING

FY11 Oversight

Attachment to Q17_Policy Initiatives

	<p>significant structural repairs, such as rebuilding a collapsed floor or repairing a failed foundation.</p> <p>The maximum allowable grant is \$25,000 per household, except in Anacostia where the maximum grant is \$35,000. A household may have only one application under consideration at any one time and based on household size and income some homeowners will need to contribute a financial match between 15% and 50% of the project cost. A grantee must be receiving a Homestead Deduction for property taxes in the District at the time the grant is issued.</p>
Responsible Employee	David Maloney / Brendan Meyer
Total FTE's assigned	2
Funding budgeted	FY12 = \$242,000

OFFICE OF PLANNING
 FY11 Oversight Hearing
 Attachment to Q19_Studies

	Project/Project/Study	Purpose/Description	Status
1	14th Street Revitalization Strategy	A revitalization strategy to improve economic development, direct growth, develop neighborhood shopping areas and improve retail facades along 14th Street, NW. (Small Area Plan is Phase 2 of a 2-phase planning process; Phase 1 focused on implementing recommendations of the Retail Action Strategy.)	Draft Plan released on 12/30/11 for public comment period. Mayor's Hearing: March 2012.
2	Maryland Avenue SW Small Area Plan	Initiated to study the feasibility of reconstructing a major missing link in the L'Enfant street grid, Maryland Avenue, SW, to create a more diverse land use mix in the heart of the Southwest Rectangle. In addition to connectivity enhancements, this plan identifies the redevelopment opportunities, open space improvements, zoning tools, and the next steps necessary to achieve the livable mix of uses called for in the Comprehensive Plan.	Draft Plan released on 12/16/11 for public comment period. Mayor's Hearing on 2/1/12.
3	Walter Reed Army Medical Center Small Area Plan	Develop land use designations per the approved Base Reuse Plan to initiate zoning for the site.	Community Workshop held on 1/17/12. Next community meeting to be scheduled in March/April 2012 (after Council approval of Base Reuse Plan).
4	Mount Pleasant Street Revitalization Strategy	A framework for public and private collaboration and investment to strengthen the economic health and physical character of the corridor.	Completed 6/19/10. Council Approval 12/7/10
5	Sustainable DC	A comprehensive plan to make DC the greenest, healthiest, and most livable city in the nation. Sustainable DC will focus on nine major categories, each with its own Working Group. Each Working Group will create goals for their category, which will then be analyzed from economic, social, and environmental perspectives.	Full working group meeting in February 2012
6	11th Street Bridge Reuse Analysis /Design Competition	In partnership with DDOT, developing a design competition and community engagement process to produce concept designs, solicit private funding and create management structures for the reuse of the bridge as a recreational destination.	Developing strategy, conducting outreach for design competition to take place Spring 2012.
7	Center City Parks Cost-Benefit Analysis	Analyzes the financial impact of select DC urban parks on surrounding commercial property lease rates and property values, and the feasibility and market potential for running concession operations in key Downtown DC parks.	Consultants on board; task 1 underway.

OFFICE OF PLANNING
 FY11 Oversight Hearing
 Attachment to Q19_Studies

8	Updated Center City Strategy, Development Projections	Working with the BID Council and other stakeholders to undertake the analysis of priority investments for Center City including transportation, infrastructure, utilities and energy efficiency and investment in urban livability, including world-class parks and public spaces. Includes an economic study to update various metrics measuring projected future development.	Developing scope to contract with a consultant. Anticipated kick-off: March 2012.
9	Chinatown Public Realm Plan	A guide for government agencies and property owners on critical improvements to safety, function, and pedestrian friendliness of Chinatown's streetscape and public spaces. Recommends ways public space can enhance the Chinese character and appeal of the area. An implementation item from the Chinatown Cultural Development Strategy approved by Council in Dec. 2009.	Completed September 2011.
10	Revised Chinatown Design Guide	To provide guidance on the integration of Chinese cultural elements into building projects in Chinatown. To help applicants understand the District Regulations for Design Review and to make the process predictable and efficient. An implementation item from the Chinatown Cultural Development Strategy approved by Council in Dec. 2009.	Completed September 2011.
11	Center City Urban Park Strategy	Detailed strategy for funding, management, and design that includes recommendations for improving existing parks and creating new urban parks to adequately serve Center City's rebounding resident and worker populations.	Completed August 2011.
12	Public Realm Design Guide	A complete guide to all policies, standards, and regulations shaping the city's public space.	Completed August 2011.
13	NoMa Public Space & Water Management Study	A comprehensive overview of progressive storm water management practices for both public space and private property, and how they can best be employed in NoMa and other dense, urban areas across the city.	Completed August 2011.
14	East End Livability & Reconnection Analysis	Study is part of a larger initiative identified in the Center City Action Agenda to address a disconnected and underperforming area. It presents strategies for reconnecting the street grid, identifies real estate development opportunities, and recommends a site for a neighborhood park in the vicinity of I-395 between New York & Massachusetts Aves, NW.	Completed May 2011.
15	Mt. Vernon Square District Design Project	A design strategy for Mount Vernon Square and blocks surrounding it in order to optimize public and private investment in the area. Multi-modal	Completed December 2011.

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		transportation, sustainable parks and public space and economic considerations were incorporated into the strategy.	
16	Sidewalk Cafes pamphlet	An overview of regulations and the permitting process for sidewalk cafes.	Completed August 2011.
	Streetcar Land Use Study, Phase 1	Study analyzes the land use and planning impacts of the District's proposed 37-mile, citywide streetcar system. Study is an effort to ensure that the District maximizes the wide range of benefits from this multi-year, multi-million dollar transportation investment.	Completed January 2012.
17	Streetcar Land Use Study, Phase 2: WRAMC Cost Benefit Analysis	A cost-benefit analysis of three alternative streetcar routing options connecting to the Walter Reed Army Medical Center (WRAMC) site. Study will address ridership rates, development potential, and other benefits and challenges connecting from WRAMC to three alternative metro stations: Takoma Park, Silver Spring, and Georgia Ave/Petworth.	Underway; anticipated completion March 2012.
18	Streetcar Land Use Study, Phase 2: Hechinger Mall Opportunity Site	Project will provide a conceptual design package for the potential redevelopment of the Hechinger Mall Site at it relates to the future streetcar development that is underway currently on H Street and Benning Road, NE,	Underway; anticipated completion February 2012.
19	Streetcar Land Use Study, Phase 2: Wisconsin Avenue Baseline Study	A study to identify economic development opportunities and limitations along a potential streetcar route along the Wisconsin Avenue corridor. Identify challenges/barriers to implementing streetcar service in this location. Identify and analyze possible adjustments or alternatives to segments of a potential Wisconsin Ave line to overcome land use limitations and barriers, to minimize impacts on historic and cultural resources, and to maximize economic development, financing and value capture opportunities.	Underway; anticipated completion March 2012.
20	Live Near Your Work Pilot Program	A type of Employer Assisted Housing (EAH) program to support an employee toward buying a home and encourage them to live closer to their job. The 'Live Near Your Work' (LNYW) program proposal is a matching homeownership grant for down-payment and closing cost assistance in partnership between the District of Columbia and participating employers within the city.	Awards granted to 2 employers in December 2011.
21	ArtPlace	Using a \$250,000 grant received from the national ArtPlace initiative, OP will create Arts and Culture Temporiums in four emerging creative neighborhoods, where vacant and/or	Underway; first Temporium to be held in Spring 2012; other 3 Temporiums to be

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		underutilized storefronts and/or empty lots will be transformed into artist showcases/villages for three to six months. Target neighborhoods are: Brookland, Anacostia, Deanwood, and Central 14th Street, NW.	implemented by September 2012.
22	Vibrant Retail Streets Study	Provides a menu of approaches that the public and private sectors can use to support more successful commercial districts.	Completed October 2011.
23	Housing +Transportation Index Study	Study investigates how neighborhood characteristics, such as proximity to jobs and access to transit, vary across the region and affect household transportation costs.	Completed June 2011.
24	GSA Study “Study of Workforce Housing, Transportation, and Employment Decisions: Implications for Siting Future Federal Facilities”	Study provides GSA with the critical understanding of the transportation and housing preferences of the future anticipated federal workforce.	Completed May 2011.
25	New York Avenue Green Infrastructure Assessment	Project conducted an environmental assessment to determine where Low Impact Development (LID) investments can be made.	Completed June 2011.
26	Temporary Urbanism	Project transforms vacant spaces into vibrant destinations and animated showcases through unique uses. OP awarded 2 Temporium grants to Mt. Pleasant Main Street and Shaw Main Street.	Awards made in December 2010. Temporiums held Feb-March 2011.
27	Neighborhood Indicators Study	Report provides demographic, social, environmental and economic trends at a neighborhood level across the entire city. The report provides a baseline assessment of the current situation in the city and a comparison of measures over recent years.	Completed December 2010.

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Attachment to Q28 Contracts Awarded									
FY 2011 & 2012*									
Project Name	Project Description - Product/service	Award	Spent*	Term of contract	Procurement type	Vendor	OP COTR	Funding source	CSBE?
Poplar Point study	Conduct an assessment of preferred land uses and an urban design study of Poplar Point.	\$79,143.00	\$0.00	9/10-9/12	Competitive	Zimmer Gunsel Frasca	Rice	Capital	No
HPRB transcription services 2011	Transcription services for all HPRB meetings and Mayor's Agent hearings.	\$10,000.00	\$6,790.00	10/10-9/11	Competitive	Olender Reporting	Yarnall	Federal	No
Temporary administrative services 2011	Staffing for OP's receptionist desk.	\$8,896.00	\$8,896.00	10/10-12/10	Competitive	MB Staffing	Giefer	Local	Yes
Copier maintenance 2011	Maintenance and repair contract for OP's office machines.	\$6,104.00	\$4,640.00	10/10-9/11	Competitive	Metropolitan Office Solutions	Giefer	Local	Yes
Central 14th Street NW study	Prepare a Vision Plan & Revitalization Strategy for the Central 14th Street NW corridor in Ward 4, to assess corridor and market conditions and identify potential locations suitable for redevelopment.	\$109,765.00	\$109,765.00	10/10-4/11	Competitive	Partners for Econ. Solutions	Andargeh	Capital	Yes
Vibrant Retail Streets services	Study on managing successful commercial districts, including development of a toolkit, reviewing retail demand metrics, and identifying actions that can be implemented/piloted in DC.	\$81,220.00	\$81,220.00	10/10-7/11	Competitive	Streetsense	Khan	Capital	No
African American Heritage Trail signage	Produce and place 13 signs for the African American Heritage Trail project.	\$30,000.00	\$30,000.00	10/10-9/11	Competitive	Cultural Tourism DC	Yarnall	Capital	No
Rapid response planning	Study a "Home, Safety, and Hospitality Center" on Capitol Hill for FEMS.	\$41,684.00	\$41,684.00	11/10-3/11	Competitive	CORE Group	Tsepas	Capital	Yes
Temporary administrative services 2011	Staffing for OP's receptionist desk.	\$31,527.85	\$31,527.85	1/11-9/11	Competitive	Walton & Green	Giefer	Local	Yes
Maryland Ave. SW plan	Produce a land use, zoning, urban design, & transp. strategy so future developments from the federal disposition of property along the National Gateway project realize the potential to create MD Ave as a lively mixed-use blvd.	\$242,141.00	\$239,342.00	1/11-2/12	Competitive	AECOM	Tsepas	Capital	No
St. Elizabeths East master plan	Evaluate master plan concepts, including a Phase 1 development for the St. Elizabeths East Redevelopment	\$574,622.00	\$475,883.00	3/11-4/12	Competitive	Ayers/Saint/Gross	Kasongo	Capital	No
PastPerfect database services	Provide PastPerfect archaeological database services to meet federal mandates for collections, curation, and data management for the District of Columbia.	\$20,000.00	\$20,000.00	4/11-9/11	Competitive	Barbara Magid	Troccoli	Federal	No
Barney Circle study	Provide a report preparation for the Barney Circle Freeway archaeological investigations	\$249,500.00	\$46,079.00	8/11-12/12	Competitive	Versar	Troccoli	Intra-D	No
Ward 8 summit	Help OP prepare for and lead a Ward 8 Community Summit to support the development of a future Action Strategy for the Congress Heights, Anacostia, St. Elizabeths (CHASE) planning area.	\$242,857.00	\$242,857.00	6/11-9/11	Competitive	The Louis Berger Group	Rice	Capital	No
Rapid response planning	Study streetcar land use/feasibility options at the Hechinger Mall site	\$99,871.00	\$74,903.00	9/11-3/12	Competitive	CORE Group	Tsepas	Capital	Yes
Temporary administrative services 2012	Staffing for OP's receptionist desk.	\$43,888.00	\$11,679.00	10/11-9/12	Competitive	MB Staffing	Giefer	Local	Yes
Archaeological services	Provide archaeological services to assist the State Archaeologist	\$12,500.00	\$4,750.00	10/11-3/12	Competitive	LaMarise Charde Reid	Troccoli	Federal	No
Streetcar study - Wisconsin Avenue	Study streetcar land use/feasibility options at sites along Wisconsin Avenue NW	\$50,750.00	\$0.00	10/11-4/12	Competitive	Goody Clancy	Bird	Capital	No
Streetcar study - WRAMC	Study streetcar land use/feasibility options at the former Walter Reed Army Medical Center site	\$169,751.00	\$33,508.00	11/11-3/12	Competitive	RCL Co.	Bird	Capital	No
St. Elizabeths East master plan - follow on	To complete the Saint Elizabeths East Master Plan by providing a land value analysis, parking strategy, and other tasks.	\$235,352.00	\$0.00	11/11-3/12	Competitive	Ayers/Saint/Gross	Kasongo	Capital	No
HP outreach services	Community outreach services for the Historic Preservation Office	\$55,000.00	\$11,800.00	12/11-9/12	Competitive	Patsy Fletcher	Maloney	Federal	No
Urban park study	Statistical analysis and modeling to determine net financial impact of select Downtown DC urban parks on surrounding properties, and analyze viability of running concession operations in key Downtown DC parks	\$54,690.00	\$0.00	12/11-	Competitive	Partners for Econ. Solutions	Nelson	Capital	Yes
St. Elizabeths East infrastructure study	Assess the sustainable strategy infrastructure, identifying opportunities for sustainable infrastructure	\$178,035.00	\$0.00	12/11-3/12	Competitive	Ayers/Saint/Gross	Kasongo	Capital	No
Note: * - As of 2/1/12									

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Attachment to Q33_Plan-Project List

Neighborhood Planning Division
Active Plans (FY12)

Project	Ward	Purpose/Description	Project Initiation	Project Completion
14th Street Revitalization Strategy	4	A revitalization strategy to improve economic development, direct growth, develop neighborhood shopping areas and improve retail facades along 14th Street. (Small Area Plan is Phase 2 of a 2-phase planning process; Phase 1 focused on implementing recommendations of the Retail Action Strategy.)	October 2010	<u>Mayor's Hearing:</u> March 2012 <u>Anticipated Council Submission:</u> Spring 2012
Maryland Avenue SW Small Area Plan	2 (now 6, per Redistricting)	Initiated to study the feasibility of reconstructing a major missing link in the L'Enfant street grid, Maryland Avenue, SW, to create a more diverse land use mix in the heart of the Southwest Rectangle. In addition to connectivity enhancements, this plan identifies the redevelopment opportunities, open space improvements, zoning tools, and the next steps necessary to achieve the livable mix of uses called for in the Comprehensive Plan.	January 2011	<u>Mayor's Hearing:</u> 2/1/12 <u>Anticipated Council Submission:</u> Spring 2012
Walter Reed Army Medical Center Small Area Plan	4	Develop land use designations per the approved Base Reuse Plan to initiate zoning for the site.	September 2011	<u>Anticipated Mayor's Hearing:</u> April/May 2012 <u>Anticipated Council Submission:</u> Summer 2012

Neighborhood Planning Division
FY11 Completed Plans

Project	Ward	Purpose/Description	Project Initiation	Project Completion
Mount Pleasant Street Revitalization Strategy	1	A framework for public and private collaboration and investment to strengthen the economic health and physical character of the corridor.	April 2009	<u>Completed (Mayor's Hearing):</u> 6/19/10 <u>Council Approval:</u> 12/7/10

**Revitalization & Design Division
Active Plans/Projects (FY12)**

Project	Ward	Purpose/Description	Project Initiation	Project Completion
Sustainable DC	Citywide	A comprehensive plan to make DC the greenest, healthiest, and most livable city in the nation. Sustainable DC will focus on nine major categories, each with its own Working Group. Each Working Group will create goals for their category, which will then be analyzed from economic, social, and environmental perspectives.	September 2011	June 2012
11th Street Bridge Reuse Analysis /Design Competition	6,8	In partnership with DDOT, developing a design competition and community engagement process to produce concept designs, solicit private funding and create management structures for the reuse of the bridge as a recreational destination.	November 2010	November 2012 (completed design)
Center City Parks Cost-Benefit Analysis	2,6	Analyzes the financial impact of select DC urban parks on surrounding commercial property lease rates and property values, and the feasibility and market potential for running concession operations in key Downtown DC parks.	December 2011	April 2012
Updated Center City Strategy, Development Projections	2,5,6	Working with the BID Council and other stakeholders to undertake the analysis of priority investments for Center City including transportation, infrastructure, utilities and energy efficiency and investment in urban livability, including world-class parks and public spaces. Includes an economic study to update various metrics measuring projected future development.	March 2012	July 2012

**Revitalization & Design Division
FY11 Completed Plans/Projects**

Project	Ward	Purpose/Description	Project Initiation	Project Completion
Chinatown Public Realm Plan	2	A guide for government agencies and property owners on critical improvements to safety, function, and pedestrian friendliness of Chinatown's streetscape and public spaces. Recommends ways public space can enhance the Chinese character and appeal of the area. An implementation item from the Chinatown Cultural Development Strategy approved by Council in Dec. 2009.	May 2010	September 2011
Revised Chinatown Design Guide	2	To provide guidance on the integration of Chinese cultural elements into building projects in Chinatown. To help applicants understand the District Regulations for Design Review and to make the process predictable and efficient. An implementation item from the Chinatown Cultural Development Strategy approved by Council in Dec. 2009.	January 2010	September 2011
Center City Urban Park Strategy	2,6	Detailed strategy for funding, management, and design that includes recommendations for improving existing parks and creating new urban parks to adequately serve Center City's rebounding resident and worker populations.	April 2010	August 2011
Public Realm Design Guide	Citywide	A complete guide to all policies, standards, and regulations shaping the city's public space.	June 2006	August 2011
NoMa Public Space & Water Management Study	5,6	A comprehensive overview of progressive storm water management practices for both public space and private property, and how they can best be employed in NoMa and other dense, urban areas across the city	June 2010	August 2011
East End Livability &	6	Study is part of a larger initiative identified	December 2010	May 2011

Reconnection Analysis		in the Center City Action Agenda to address a disconnected and underperforming area. It presents strategies for reconnecting the street grid, identifies real estate development opportunities, and recommends a site for a neighborhood park in the vicinity of I-395 between New York & Massachusetts Ave, NW		
Mt. Vernon Square District Design Project	2,6	A design strategy for Mount Vernon Square and blocks surrounding it in order to optimize public and private investment in the area. Multi-modal transportation, sustainable parks and public space and economic considerations were incorporated into the strategy.	June 2009	December 2010

**Citywide Planning Division
Active Plans/Projects (FY12)**

Project	Ward	Purpose/Description	Project Initiation	Project Completion
Streetcar Land Use Study, Phase 1	Citywide	Study analyzes the land use and planning impacts of the District's proposed 37-mile, citywide streetcar system. Study is an effort to ensure that the District maximizes the wide range of benefits from this multi-year, multi-million dollar transportation investment.	March 2010	January 2012
Streetcar Land Use Study, Phase 2: WRAMC Cost Benefit Analysis	4	A cost-benefit analysis of three alternative streetcar routing options connecting to the Walter Reed Army Medical Center (WRAMC) site. Study will address ridership rates, development potential, and other benefits and challenges connecting from WRAMC to three alternative metro stations: Takoma Park, Silver Spring, and Georgia Ave/Petworth.	October 2011	March 2012
Streetcar Land Use Study, Phase 2: Hechinger Mall	6	Project will provide a conceptual design package for the potential redevelopment of the Hechinger Mall Site at it relates to	October 2011	February 2012

Opportunity Site		the future streetcar development that is underway currently on H Street and Benning Road, NE.		
Streetcar Land Use Study, Phase 2: Wisconsin Avenue Baseline Study	3	A study to identify economic development opportunities and limitations along a potential streetcar route along the Wisconsin Avenue corridor. Identify challenges/barriers to implementing streetcar service in this location. Identify and analyze possible adjustments or alternatives to segments of a potential Wisconsin Ave line to overcome land use limitations and barriers, to minimize impacts on historic and cultural resources, and to maximize economic development, financing and value capture opportunities.	October 2011	March 2012
Live Near Your Work Pilot Program	Citywide	A type of Employer Assisted Housing (EAH) program to support an employee toward buying a home and encourage them to live closer to their job. The 'Live Near Your Work' (LNYW) program proposal is a matching homeownership grant for down-payment and closing cost assistance in partnership between the District of Columbia and participating employers within the city.	April 2011	Awards granted December 2011
ArtPlace	4,5,7,8	Using a \$250,000 grant received from the national ArtPlace initiative, OP will create Arts and Culture Temporiiums in four emerging creative neighborhoods, where vacant and/or underutilized storefronts and/or empty lots will be transformed into artist showcases/villages for three to six months. Target neighborhoods are: Brookland, Anacostia, Deanwood, and Central 14th Street, NW.	September 2011	September 2012
Vibrant Retail Streets Study		Provides a menu of approaches that the public and private sectors can use to support more successful commercial districts.	November 2010	October 2011

**Citywide Planning Division
FY11 Completed Plans/Projects**

Project	Ward	Purpose/Description	Project Initiation	Project Completion
Housing +Transportation Index Study	Citywide	Study investigates how neighborhood characteristics, such as proximity to jobs and access to transit, vary across the region and affect household transportation costs.	February 2010	June 2011
GSA Study “Study of Workforce Housing, Transportation, and Employment Decisions: Implications for Siting Future Federal Facilities”		Study provides GSA with the critical understanding of the transportation and housing preferences of the future anticipated federal workforce.	December 2008	May 2011
New York Avenue Green Infrastructure Assessment	5	Project conducts an environmental assessment to determine where Low Impact Development (LID) investments can be made.	August 2010	June 2011
Temporary Urbanism	Citywide	Project transforms vacant spaces into vibrant destinations and animated showcases through unique uses. OP awarded 2 Temporium grants to Mt. Pleasant Main Street and Shaw Main Street.	October 2010	Awards made in December 2011. Temporiums held Feb-March 2011.
Comprehensive Plan Amendments	Citywide	First amendment cycle of the 2006 Comp Plan	April 2009	January 2011
Neighborhood Indicators Study	Citywide	Report provides demographic, social, environmental and economic trends at a neighborhood level across the entire city. The report provides a baseline assessment of the current situation in the city and comparison of measures over recent years.	May 2010	December 2010